

Handout 1 - Presenting Ideas Vocabulary

Read the sentences below and match the underlined words and phrases with their definitions:

1. Alex is very stressed out these days. He needs to take time off work.
2. Joe did not come to work, but nobody noticed his absence.
3. The bad economic climate will harm our business.
4. Most companies track their employees' vacation time. They want to know exactly how many days their workers are absent from work.
5. Morale is very high on our team. Everyone believes that we can become successful.
6. They claim to be very good salesmen, but I've never seen them sell anything.
7. The first generation iPhone was launched in 2007.

a. confidence, enthusiasm

b. follow

c. have a bad effect on

d. officially appeared on the market for the first time

e. say that something is true (but you cannot prove it and other people might not believe it)

f. take a break from your work

g. the time when you are not at work because of sickness or vacation