

**A. Complete the sentences with correct forms of the following verbs.
JUSTIFY, VENTURE, INCUR, BETTER, HANDLE, QUOTE, ASSESS, ASSIGN, DRIVE,
OFFSET**

1. The job cuts will be partly _____ by 2 000 new posts.
2. We were _____ a price of \$9 a metre for 50 000 metres of material.
3. The group _____ a €3 million loss on the sale of the business.
4. She seems to know what _____ people to want to excel at their job.
5. He's _____ the task of creating an online magazine.

B. Complete each sentence with a word made from the word given in brackets.

1. The company must display a copy of their certificate of employer's _____ insurance. (LIABLE)
2. She has a strong sense of justice and _____. (FAIR)
3. The ocean is being fished above _____ levels. (SUSTAIN)
4. He gave his opinion _____ but didn't always follow his own advice. (READY)
5. Management showed a lack of _____ in failing to discuss the move with staff. (JUDGE)

C. Fill in the gaps with a suitable preposition or adverbial, if necessary:

1. In the grocery business a 2% to 3% return ____ sales is considered healthy.
2. Climate was a decisive factor ____ establishing where the tournament should be held.
3. People spend too much time ____ small decisions and not enough ____ big ones.
4. Most business people are put ____ by this kind of uncertainty.
5. High staff turnover was due ____ monotonous and uncomfortable nature of the job.

D. Translate the following expressions into English:

1. značně poškodit živ. prostředí
2. závazek provést transakci
3. být k dispozici na požádání
4. neústupný, vypočítavý a cílevědomý spekulant
5. obchodovat na burze
6. nemožné předvídat budoucí výnosy
7. vyčerpávající zpráva o trhu s dluhopisy
8. unáhleně přiznat chybu
9. získat konkurenční výhodu nad konkurenty
10. nabídnout soukromé zdravotní pojištění