## TASK 1

Define:

conveyor belt: warranty: shipment: overstocking:

Translate:

hotové výrobky spotřební zboží zaplnit prázdné police čtečky nákupní vozík zrušit/odstranit pokladny převážet suroviny nahradit čárový kód získat poprodejní výhody být upozorněn, když se zcizí zboží dovolit si zmenšit zásoby zadat objednávku přijmout/zavést novou technologii sledování (zboží) -

Fill in prepositions:

## TASK 2: THE PASSIVE

Look at the following examples:

We **are conducting** a study. - ACTIVE VOICE: Present continuous A study **is being** conduct**ed**. - PASSIVE VOICE: Present continuous

They **were studying** the report. - ACTIVE VOICE: Past continuous The report **was being** studi**ed**. - PASSIVE VOICE: Past continuous <u>Exercise 1:</u> Transform the sentences from the active into the passive **present continuous**:

1. The boss is encouraging the members to take action.

.....

2. He is not taking proper safety measures.

.....

3. They are carrying out extensive research.

.....

4. They are delaying the shipment.

.....

Exercise 2:

Put the verbs in brackets into the **past continuous** <u>active</u> or <u>passive</u> (was/were doing <u>or</u> was/were being done).