

# Unit 4 - Revision

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## VOCABULARY

**1 Replace the underlined word(s) with a similar word below. Write the word at the end of the sentence.**

**FLOW    QUEST    GATHERS    CONNECT    VERBOSE    ACCELERATE    MONITOR    GUESS**

- 1 Our search should always be for greater efficiency. \_\_\_\_\_
- 2 I find most after-dinner speakers are happy to use more words than necessary when they could say it in half the time. \_\_\_\_\_
- 3 We can't afford to shoot in the dark with financial matters. \_\_\_\_\_
- 4 A network is being installed that will link together everyone's computers. \_\_\_\_\_
- 5 Reiner's colour-coding system allows him to keep a check on results in the present rather than waiting. \_\_\_\_\_
- 6 The market research company collects data on potential customers. \_\_\_\_\_
- 7 The limit ends here. You can speed up now. \_\_\_\_\_
- 8 This software lets us follow the movement of data and gain understanding of operations. \_\_\_\_\_

## CAREER SKILLS

**2 Each question has a mistake. Re-write the question correctly.**

- 1 If you were in my position, how will you approach it?  
\_\_\_\_\_
- 2 Do you know who could I ask for some help?  
\_\_\_\_\_
- 3 How about to take a break?  
\_\_\_\_\_
- 4 Don't you realise how important is this?  
\_\_\_\_\_
- 5 Does you have any idea when the changes will be made?  
\_\_\_\_\_
- 6 Why didn't you told me?  
\_\_\_\_\_
- 7 What does she do if she were asked?  
\_\_\_\_\_
- 8 Do shall we move on to the next question?  
\_\_\_\_\_