

MARKET LEADER ANSWER KEYS

UNIT 1

Warmer

Drums Pigeon post Smoke signals Semaphore Morse code Telephone	Paintings Sculpture Music
Newspapers Radio Television Internet Interactive television	Language sign language Body language Dance

Vocabulary: Good communicators

A

- Good communicators: articulate, coherent, eloquent, fluent, focussed, extrovert, persuasive, responsive, sensitive, succinct.
- Bad communicators: hesitant, inhibited, rambling, reserved.

B

1. focussed, succinct.
2. hesitant, inhibited, reserved
3. rambling
4. fluent, eloquent, sensitive
5. articulate, coherent
6. persuasive
7. extrovert
8. responsive

Reading: Internal communication

A

1. Senior managers hide behind their computers.
2. Staff use voice mail to screen calls.
3. employees sitting next to each other send e-mails rather than speak to each other.

B

1. They had language and geographical difficulties, huge amounts of paperwork and great difficulty tracking and monitoring jobs.
2. They installed an automated system so that data was only entered once but could be accessed by everyone in the company.
3. Theobold recommends checking e-mail only three times a day and allocating a set time to deal with it.
4. People use the "reply all" button so e-mail goes to all people who don't need it as well as those who do.

Answer Keys For Kaplan 2012

**Aleksandar Marković, Sladana
Barjaktarović Rakočević**

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Proceedings of the XIV INTERNATIONAL SYMPOSIUM SYMORG 2014 Aleksandar Marković, Sladana Barjaktarović Rakočević, 2014-06-05

On Reference Andrea Bianchi, 2015 What exactly is reference And how can we characterize the semantic properties involved Eighteen leading experts address the problems and debates that have arisen from these questions over the last century They contribute to our understanding of the nature of reference its role in cognition and the place it should be given in semantic theory

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Maria Palazzo, Alessandra Micozzi, 2024-02-16 Readers will be enabled to compare contrast and comprehend how the decision making strategies and tools from different lenses are delivered in different parts of the world The text includes an interesting mix of theory primary research findings and practice that will appeal to students academics and practitioners alike

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