Who Where

1

<u>Lưu ý:</u> những nghĩa dưới đây được hiểu theo những văn cảnh trong bài tập

- design: thiết kế /dɪˈzaɪn/
- downtown: khu trung tâm thành phố
- local: (thuộc về) địa phương /ˈləʊ.kəl/
- architect: kiến trúc sư /ˈaː.kɪ.tekt/
- sales meeting: hội nghị, họp về bán hàng
- be held: được tổ chức
- sell well: bán chạy
- revised: được sửa lại /rɪˈvaɪzd/
- annual: hàng năm, thường niên /ˈæn.ju.əl/
- be canceled: bị hủy bỏ
- be in charge of: phụ trách
- office supplies : văn phòng phẩm /ˈɒf.ɪs//səˈplaɪz/
- stapler : cái dập ghim /ˈsteɪ.plər/
- pay for : trả thanh toán
- suit : bộ com lê suit (v) phù hợp
- cash register: máy tính tiền /ˈredʒ.ɪ.stər/
- entrance : cổng vào /'en.trəns/
- vice president: phó chủ tịch /ˈprez.ɪ.dənt/
- present the award: trao thưởng

/prɪˈzent/ /əˈwɔːd/ **mrenglish.vn**

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- report: bản báo cáo, thông báo /rɪˈpɔːt/
 missing: mất, thất lạc
 be submitted: được, bị nộp /səbˈmɪtid/
 retirement party: tiệc chia tay nghỉ hưu
 leave the company: rời khỏi công ty, nghỉ
 necklace: dây truyền đeo cổ /ˈnek.ləs/
 gift: quà tặng
 expensive: đắt >< cheap: rẻ
- chair (v) : chủ trì cuộc họp
- belong to: thuộc về
- take. took over: đảm nhận lại, tiếp quản
- revised schedule: lịch trình đã được thông qua
- tobe responsible for= tobe in charge of
- repair ~ fix: sửa chữa
- ink cartridge: hộp mực máy in /ˈkaː.trɪdʒ/
- accounting office: phòng kế toán /əˈkaʊn.tɪŋ//ˈɒf.ɪs/
- expense report: báo cáo thu chi /ɪkˈspens/
- cost: giá, tính giá
- leaves: nhiều lá cây
- soup: món súp /suːp/
- steak: bít tết, thịt rán, cá nướng /steik/
- booklet: cuốn sách nhỏ /ˈbʊk.lət/
- place the order: đặt hàng
- cashier: thu ngân /kæʃˈɪər/
- missing : thất lạc, mất
- credit card: the tin dung / kred.it/
- pay in cash: trả bằng tiền mặt
- mechanic: thơ máy, công nhân cơ khí /məˈkæn.ɪk/

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I. Listen and choose the best answer!

- 1. Who designed the new building downtown?
 - A, Yes, I will meet him at the downtown tonight.
 - B, A local architect.

- 2. Where is the sales meeting being held this month?
 - A, It'll be in London.
 - B, Yes, the products are selling well.

- 3. Where is the revised annual report?
 - A, The annual meeting has been canceled.
 - B, I put it on your desk this morning.

- 4. Who's in charge of buying office supplies?
 - A, That is the office manager.
 - B, Staplers, pens, and paper.

- 5. Where can I pay for this suit?
 - A, I think it suits you well.
 - B, There is the cashier next to the entrance.

- 6. Who is the woman standing next to the president?
 - A, She is the new vice president.
 - B, She will present the award tonight.

- 7. Where can I report my door key missing?
 - A, The report should be submitted by tomorrow.
 - B, Go and tell them at the desk over there.

- 8. Who is coming to Mr. Saccup's retirement party?
 - A, He will leave the company in a week.
 - B, Almost everyone from our department

- 9. Where did you get that necklace?
 - A, It was a gift from my husband.
 - B, I think that is too expensive.

II. Fill the gaps below:

this report:	1.
	2.
	3.
	4.
are you planning to?	5.
	6.
did youthe news?	7.
	8.
public phone?	9.
0be working on this project?	10

III. Common Who and Where questions

A. WHO

- 1. Who is going to be working on the Thomson project?
- 2. Who does this bag belong to?
- 3. Who took over when your supervisor was away?
- 4. Who has the copy of the revised schedule?
- 5. Who is responsible for the repairs to the copier?

B. WHERE

- 6. Where is the nearest train station?
- 7. Where can I pay for this shirt?
- 8. Where did you buy that briefcase?
- 9. Where can we get an ink cartridge for the printer?
- 10. Where can I find the accounting office?

IV. Choose A, B or C; fill the gaps

1. A B C	4. A B C
the expense report?	belong to?
(A) It costs more than	(A) It is mine.
(B) The trees are	(B) No, I didn't
(C) In your	(C) It's not

2.	A	В	C
		take her t	o the airport
(A	A) The plane	e leaves	
(B	B) Robert c	an do it.	
(C	C)		

-	
	a good place to eat?
(A)	and steak.
(B)	Try the restaurant
(C)	Iin the morning.

5. A B C				
pay phone?				
(A) I think you should				
(B) Yes, you can				
(C) There's one				

. C	6. A B C
ood place to eat?	
and steak.	about my missing credit card?
t	(A) Tell the manback there.
in the morning.	(B) No, I'll pay
	(C) Ito mechanic yesterday.