

Test n°2

Basic English II



24 de octubre de 2022

Nathalia Busnego

Hello Mary, this is Nathalia. I’m calling you just to catch up in a couple of things about the meeting we had past Monday and prepare the details to have the presentation all set up to the upcoming meeting, next Wednesday October the 26th, it’s supposed start around 3 pm but you know sometimes we delay it 15 minutes. Anyways let me now if your team can make it? About our last meeting I wanted to congratulate your designer because that logo is absolutely beautiful my boss loved it so keep up the excellent work in your design department cause we’re loving the fresh ideas coming from it. Ok? Let’s move forward to the pitch, I wanted to ask if you could tell Kyle if he is going to bring forward the presentation please tell him that may be great not to chew gum in the middle of it, Katy from human resources, she was fuming about it because she found it so disrespectful. You know she is kind of dramatic but please let him know. One last item, we discussed about changing the dress code too, but we wanted to hear you guys’ opinion so, let me know what you think and if you have any suggestions, please send the forward to me and copy to my boss. I’ll send you a confirmation email as always, just to proof that I reached you out. And I’ll see you on Wednesday, bye take care.