
ACTIVE LISTENING

- sandra hired a secretary, two computer expert, an accountant and a marketing man
- he is contacting new clienst, dealing

Definitions

Expression Definition

to lag behindTrainer

Exercise

Turn the following sentences into passie voice

1. They run this bussiness very badly
This bussiness is ran very badly by them
2. They gave the signal too early
The signal was given was given to early by them
3. Those people made a commercial mistake
A commercial was made by these people
4. Can they reverse the situation ?
Can the situation be reversed by them ?
5. They will have to make big efforts
Big efforts will have to be made by them
6. You must survey the market carefully
The market must be surveyed by you
7. Did you see a lot of customers ?
Were a lot of customers seen ?
8. Did you give out many questionnaires ?
were many questionnaire been given
9. yes, they answered a lot of questions
yes, A lot of questions was answered
10. have you analysed the answers yet?
Have the answers been analysed yet ?