

## Basic Business English Vocabulary practice (for beginners) 3

*Choose the correct response to complete each of the following sentences:*

1. I need a new chair. This one is not very \_\_\_\_\_.  
a) common    b) comfortable    c) comforting
2. He \_\_\_\_\_ his time very well.  
a) counts    b) takes    c) manages
3. There's no rush. \_\_\_\_\_ your time. When you finish the report, let me know.  
a) Make    b) Take    c) Count
4. My \_\_\_\_\_ is \$50,000 per year.  
a) salary    b) sale    c) celery
5. In Canada, \_\_\_\_\_ are higher than in the United States.  
a) taxes    b) tax    c) taxation
6. 25% of my \_\_\_\_\_ goes to taxes.  
a) cash    b) incoming cash    c) income
7. I'm \_\_\_\_\_ right now, can we talk in one hour?  
a) busy    b) occupied    c) business
8. My \_\_\_\_\_ is very important to me.  
a) career    b) workload    c) working
9. These days I almost have no \_\_\_\_\_.  
a) fun time    b) free time    c) good time
10. We have to \_\_\_\_\_ ( = discuss/review) this report.  
a) go    b) get over    c) go over

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#### **ANSWERS:**

1) b   2) c   3) b   4) a   5) a   6) c   7) a   8) a   9) b   10) c