**Internal matters – expressions**

**nutshell, being, go, catch, beg**

- In a ………………………….we are behind our schedule. That being the case we ought to ………………….extra mile with a view to …………………. up with backlog

- I ………………….to differ. All ……………………….well we will deliver expected outcome far ahead of due date

**par, lay, leaves, clear, stops**

- That outcome is below…………………Can you ……………………emphasis on it

-It ………………………..a lot to be desired nonetheless if we pull out all the ……………….and ……………………..hurdles we will deliver a real blockbuster

**half, elaborate, scrutiny, run**

- We can’t accept ……………………….baked solution could you elaborate on this a bit

- I will …………………….out the best ideas and put them under ……………………once again then we will be able to ………………………with it

**keep, loop, game**

I am trying to ……………………..track of things, nevertheless it is hard to be on top of the …………………… I am in the …………………….only if I have enough time to follow changes

**ropes, cut, flair , measure, inherent, pull,**

- How do you find this new employee. Is he ………………………..out to work in our department?

- He has a ……………………for troubleshooting and seems to have an unprecedented potential to gain ………………….promptly.

- Will he ………………………up . As long as he …………………….his socks up he will become an ……………………part of our team

**breath, helm, poke**

My boss always ……………………….down my neck. He ……………………his nose into my matters although he is not at the …………………..of this project

**deluge, hand**

I can’t bear any longer that ……………………of emails. Can you …………………..it over to someone else

**rub, move, hold,**

Who do you …………………………shoulders with?

I …………………….with two of my colleagues. I always …………………….in their circle

**pencil, fit, bring,**

- I’d like to make an appointment to see M r Fowler.

- Let me have a look at his diary. I could ……………………… you in at half past three this afternoon. How would that suit you ?

I’m calling about my Thursday appointment with the manager. I wonder if we could

……………………… it forward to Monday.

- Yes, I think so. I’ll …………………………… it in for Monday and confirm it with you when I've spoken to the manager.