

Business English Phrasebook

B2



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English

I. Fill in the blanks with the correct expression or word from the box.

ownership double cut to the chase tough sell zero in

1. I don't have much time, so I'll _____: we need your approval today.
2. Let's _____ on two or three key clients instead of trying to contact everyone in the entire database.
3. Instead of changing strategies, they decided to _____ down on digital marketing even after the first campaign failed.
4. Convincing the team to work weekends is going to be a _____, especially since they've already been working late all week.
5. We expect team members to take _____ of their tasks rather than blaming others if something goes wrong.

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II. Discuss the questions below with a partner or in small groups. Try to use the phrases from Step I.

1. In meetings, do you prefer when people give background first or when they cut to the chase? Why?
2. When you're working on a big project, how do you decide what to zero in on first?
3. Have you ever doubled down on an idea or decision, even when others disagreed? How did it turn out?
4. What's an example of a tough sell at your workplace — an idea, a policy, or a product?
5. Do you usually take ownership of your mistakes at work, or do you prefer to move on quickly?

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- I.
1. cut to the chase
 2. zero in
 3. double
 4. tough sell
 5. ownership

For more practice, check out the links below:

cut to the chase:

<https://www.realbusinessenglish.com/post/cut-to-the-chase-meaning-examples-and-how-to-use-this-business-english-idiom>

zero in on something:

<https://www.realbusinessenglish.com/post/7-advanced-business-english-phrases-to-sound-more-professional-at-work>

double down on something:

<https://www.realbusinessenglish.com/post/10-essential-business-english-phrases-for-managers-to-lead-and-motivate-teams>

take ownership of something:

<https://www.realbusinessenglish.com/post/10-business-english-phrases-for-leaders-and-managers-about-responsibility>

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Thank you for learning with us!

