Have We Thought This Through?

REAL Business English



B2 Business English Phrasal Verbs for Evaluating Proposals

Read the situations and complete the gaps with the correct form of the phrasal verbs in the box.

rule out	**narrow down**	**work out**	**build in**	**scale back**

1. A carmaker is choosing a location for a new battery plant in Central Europe. Four sites are still being considered. The operations director says:

We need to _____ the list _____ to two. Which of the four sites have direct rail access and enough skilled workers in the area?

2. A U.S. engineering company plans to open offices in Warsaw, Prague, and Budapest next year. Finance says the company can't afford all three. The CFO says:

Could we _____ the plan and open just one office next year?

3. A software supplier says they can install a new inventory system in five weeks. The system will need to be tested before staff can start using it. The IT manager asks:

Have they _____ enough time for testing?

4. A company is comparing two suppliers. The finance manager wants to choose the cheaper one. The other supplier costs more, but it can deliver three weeks sooner. Talking about the more expensive supplier, the procurement manager says:

I don't think we should _____ them _____ just yet.

5. A medical equipment company is preparing to launch a new product in six European countries. The training dates are already fixed, but each local team needs the equipment before training starts. The regional logistics manager says:

We still need to _____ a delivery schedule for all six countries.

Full Member Practice:
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Answer Key

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1. narrow (the list) down
2. scale back
3. built in
4. rule (them) out
5. work out

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