

# Business English Expressions for Problems at Work

REAL  
Business  
English

## B1/B2



### I. Complete the sentences using the words in the box.

fell behind      thin      catch-up      snag      short-staffed  
swamped      ran into      struggle      down      piling up

1. We're \_\_\_\_\_ this week because two people are on vacation, so response times might be a bit slower.
2. We're stretched too \_\_\_\_\_ at the moment—everyone's handling more work than usual since two people left the team and the new hires haven't started yet.
3. It's been a busy month, and tasks are \_\_\_\_\_ faster than we can finish them.
4. The website is \_\_\_\_\_ right now, but IT says it should be back online soon.
5. The project hit a \_\_\_\_\_ when the supplier sent the wrong parts, and now we have to wait another week for replacements to arrive. It's frustrating, but we're trying to stay on schedule by finishing the other tasks in the meantime.
6. We've been \_\_\_\_\_ since the new project launched—there's barely time to grab lunch some days.
7. The project \_\_\_\_\_ schedule when two key suppliers ran out of materials. Now we're working with another company to keep production going.
8. I've been playing \_\_\_\_\_ all morning after taking a few days off. There's so much to do—emails, meetings, and reports that I need to finish first.
9. We \_\_\_\_\_ a problem during testing, so the release will have to be delayed until next week.
10. We \_\_\_\_\_ to stay within budget every quarter. Costs keep rising, and some clients often delay their payments, so we have to review expenses regularly to stay on track.





I.

1. short-staffed
2. thin
3. piling up
4. down
5. snag
6. swamped
7. fell behind
8. catch-up
9. ran into
10. struggle

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[7 Business English Expressions for Problems at Work – Quiz with Examples](#)

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