

Business english
Useful Expression
BBE15



What do you suggest?
How about Mexican food?

Johnson and Hiro decide where to eat.

Hiro : I don` t know. what do you suggest?

Johnson: Are you vegetarian?

Hiro : Vege-what?

Johnson: Vegetarian. Do you eat meat?

Hiro : Yes, I do.

Johnson: Do you like hot food?

Hiro : Yes, I do.

Johnson: Hot food means "spicy"

Hiro : Oh you mean chilli?? spicy food?

Yes, I love it.

Johnson: Well, then how about Mexican food?

Hiro : I` ve never had that.

I won` t know what to order.

Johnson: Don` t worry. I` m sure we can find something that fits your tongue..

Hiro : Fits inside my tongue.

do they serve huge food??

Johnson: Fits your tongue means

fits your taste or something you` ll like.

1 Vocabulary

1. encourage-(v) - To cheer on and give hope to.
2. imply-(v) - To suggest something without saying it clearly.
3. likely-(adj) - Probable.
4. necessary-(adj) - Needed.
5. neutral-(adj) - Not having a strong position, opinion or favorite.*
6. option-(n) - Something that one can choose.
7. service-(n) - Work done for the benefit of another.
8. stimulate-(v) - To cause a reaction or liven and wake up.*
9. determine-(v) - To decide or judge.
10. outcome-(n) - The final result.
11. course-(n) - Line of motion or direction.
12. affordable-(adj) - Describes something that one has enough money for.
13. upscale-(adj) - Of wealth or quality.

2 Reading

Different types of restaurant for a business meeting:

Casual dining:

Casual style dining can be any number of themes, from Italian (Olive Garden) to seafood (Red Lobster) to Mexican (Chilis). Casual style restaurants offer moderately priced entrees. This is one of the largest markets in the US right now. Casual style restaurants offer table side service, non-disposable dishes, while still keeping the menu moderately priced. Going to a restaurant like this could be a great choice if you want a more intimate dinner but at the same time an affordable price.

Fine Dining:

The type of restaurant that you may be likely to visit, specially on an important day or a business meeting is a fine dining restaurant. Just as the name implies, fine dining is used to describe a much more upscale restaurant, one that offers diners an elegant atmosphere with high quality service.

However, large or small the meeting, location is key. Your environment, formal or informal, helps set the necessary mood and ambiance for the meeting to take place. Think about choosing a comfortable, yet stimulating environment that encourages attendees to concentrate, but beware of making it too cozy and relaxing that they're likely to fall asleep. When thinking about the right location, consider the meeting objectives, the length of the meeting and, of course, your budget. Decide how appropriate/necessary/important it is to hold the meeting on or off-site. For example, sometimes a neutral, off-site location is necessary for confidential, top secret discussions.

Different types of locations to consider:

1. Local off-site meeting space
2. Out-of-town off-site meeting space

1. Local off-site meeting space When it comes to selecting an off-site location, be it a local hotel conference room, a restaurant or other meeting space, your budget will rule and determine the outcome.

2. Out-of-town off-site meeting space This option is usually used for extra special meetings, such as sales meetings, as costs will inevitably be much higher. These kinds of meetings may well last for several days so you want to make sure that all necessary details are well taken care of.

3 Comprehension Questions

1. Define:

(A) Casual dining

(B) Fine dining

2. What type of restaurant is preferable when holding a business meeting?

(A) Fast Casual Restaurants

(B) Coffehouses

(C) Fine Dining Restaurants

(D) Bistro

3. True or False: Support your answer.

(A) Your food, expensive or affordable, helps set the necessary mood and ambiance for the meeting to take place.

(B) Too cozy and comfortable meeting place must be avoided to prevent attendees from falling asleep.

4. What are the things to consider when choosing the right location for a meeting?

(A) meeting objectives

(B) length of the meeting

(C) budget

(D) all of the above

4 Vocabulary

1. The _____ of the experiment was a success.

2. After thinking about it, he _____ that he should turn left.

3. He drinks coffee in the morning to _____ his brain.

4. It is a very _____ neighborhood

5. That restaurant is too expensive but this is _____.

6. The ship is on a _____ to Spain.

7. She helps clean the park as a _____ to her community.

8. The clouds are very dark, it is _____ that it will rain.

9. She said she was staying home Friday night; do you think she was _____ I should ask her out?

10. They cheered to _____ their team.

11. Vanilla is an _____, or you can choose chocolate.

12. I am _____ about this election; I don't care who wins.

13. It is _____ to have a drivers license to rent a car.

5 Focus on Grammar

A Identify

When we show the difference between two things, we contrast describes how things are different.

One word we use to contrast two things is "but". For example: "Bob likes dogs but Mary likes cats." shows the difference between what Bob likes and what Mary likes. Other ways to show difference include "however" and "even though".

What things are contrasted in the sentence(s) below?

1. Think about choosing a comfortable, yet stimulating environment that encourages attendees to concentrate, but beware of making it too cozy and relaxing that they're likely to fall asleep.
2. However, large or small the meeting, location is key.
3. Going to a restaurant like this could be a great choice if u want a more intimate dinner but at the same time an affordable price.

B Practice - Sentence Writing

Write original sentences using the grammar in this exercise.

1.

2.

3.

4.

5.

contrasts