**Student’s Worksheet 1**

**Speaking Part 3 – giving advice and recommendations**

**Look at the description of the Speaking Part 3 task. Some of the information is missing.**

**Ask your partner questions to find the missing information.**

**A**

You have received a **­­­­­\_\_\_\_\_\_\_\_\_** and some information from a friend, who needs your help to decide about something. You should respond to your friend's request by **\_\_\_\_\_\_\_\_** where you evaluate the information and decide whether it fits your friend’s requirements.

First you will have 20 seconds to read the text message. Then you will have \_\_\_\_\_\_\_\_ to look at all the information. The information willremain on the screen. You will then have 90 seconds to give your recommendation. You can **\_\_\_\_\_\_\_\_** while you read the text message**.**

**B**

You have received a text message and some information from a friend, who needs your help to \_\_\_\_\_\_\_\_. You should respond to your friend's request by leaving a voice message where you evaluate the information and \_\_\_\_\_\_\_\_.

First you will have \_\_\_\_\_\_\_\_ to read the text message. Then you will have 1 minute to look at all the information. The information willremain on the screen. You will then have **\_\_\_\_\_\_\_\_** to give your recommendation. You cantake noteswhile you read the text message**.**

**Student’s Worksheet 2**

**Linguaskill Business Speaking Part 3 – sample task**

**Look at the text message from the sample task. Make notes on the points below.**

A screenshot of a computer

Description automatically generated

1. Why is Annie writing?
2. What is important to Annie?
3. What information has Annie found?

A screenshot of a computer

Description automatically generated

**Student’s Worksheet 3**

**Linguaskill Business Speaking Part 3 – confirming and contradicting**

**Use the words below to connect the two ideas. Think carefully about the structure of the sentences. You may need to use one or two sentences.**

**One example in each set has been done for you.**

**Confirming**

**the time commitment is suitable / flexible scheduling**

THANKS TO: *Thanks to the flexible scheduling, the time commitment is suitable.*

OWING TO:

BECAUSE OF:

SINCE:

GIVEN:

**Contradicting**

**the instruction is good / the organization is poor**

WHEREAS: *The instruction is good, whereas the organization is poor.*

ALTHOUGH:

HOWEVER:

DESPITE:

YET: