

## Grammar 101: Collocation "Business English"

On this page you can find a few short lists of collocations to give you more of an idea about them. Many good learner's dictionaries show collocations associated with specific words. There are also dictionaries of collocations, though these are more difficult to find.



### **Business English**

annual turnover  
bear in mind  
break off negotiations  
cease trading  
chair a meeting  
close a deal  
close a meeting

come to the point  
dismiss an offer  
draw a conclusion  
draw your attention to  
launch a new product  
lay off staff  
go bankrupt  
go into partnership  
make a loss  
make a profit  
market forces  
sales figures  
take on staff

EXERCISE 1: Choose the letter of the correct answer.

1. To preside over a business gathering is to
  - a. close a meeting
  - b. chair a meeting
  - c. chase a meeting
2. To arrive at a closing idea is to
  - a. draw a conclusion
  - b. draw one's attention to
  - c. draw a writing on the wall
3. To earn in a business venture is to
  - a. make a profit
  - b. make a loss
  - c. make love, not war
4. To become in the red is to
  - a. go bankrupt
  - b. go berserk
  - c. go into partnership
5. To join forces with another company is to
  - a. go for gold
  - b. go bankrupt
  - c. go into partnership
6. To get a sale is to
  - a. close one's door
  - b. close a meeting
  - c. close a deal
7. To fire an employee is to
  - a. lay off staff
  - b. cease trading
  - c. take on staff

