

EXPRESS YOURSELF WITH IDIOMATIC EXPRESSIONS

A training session by Anna Młodawska, LL.M.

TASK 1

Here is a list of 65 idiomatic expressions used in both General English and Business English. Have a look at the list and choose a few that you can explain to the group in English.

1. A blessing in disguise
2. Back to square one
3. Back to the drawing board
4. Ball-park figure
5. Beat around the bush
6. Bite off more than you can chew
7. Between a rock and a hard place
8. Bird's-eye view
9. Break even
10. Break the ice
11. Burn the candle at both ends
12. By the book
13. Call it a day
14. Call the shots
15. Come to terms with
16. Corner the market
17. Crunch the numbers
18. Cut corners
19. Cut to the chase
20. Drag one's feet
21. Elephant in the room
22. Face the music
23. Game changer
24. Get the ball rolling
25. Go the extra mile
26. Golden handshake
27. Hands are tied
28. Heads up
29. Hit the ground running
30. In a nutshell
31. In the driver's seat
32. In the pipeline
33. In the same boat
34. Keep your eye on the ball
35. Knee-jerk reaction
36. Lay your cards on the table
37. Long shot
38. Low-hanging fruit
39. Manage the optics
40. No-brainer
41. Off the record
42. On the same page
43. Pick someone's brain
44. Play hardball
45. Put all your eggs in one basket
46. Put out fires
47. Raise the bar
48. Reading between the lines
49. Read the room
50. Red tape
51. Rock the boat
52. Roll with the punches
53. See eye to eye
54. Shake-up
55. Square the circle
56. State-of-the-art
57. Stay ahead of the game
58. Take the bull by the horns
59. The ball is in your court
60. Take the heat
61. Think outside the box
62. Throw in the towel
63. Throw under the bus
64. Uphill battle
65. Vote with your feet

EXPRESS YOURSELF WITH IDIOMATIC EXPRESSIONS

A training session by Anna Młodawska, LL.M.

TASK 2

Listen to some definitions given by your teacher and try to figure out which idiomatic expression from the list in Task 1 is being defined.

TASK 3

Fill in the gaps with the following 11 idiomatic expressions from the list in Task 1.

ball-park figure
blessing in disguise
break even
break the ice
in a nutshell
manage the optics
my hands are tied
off the record
put all your eggs in one basket
square the circle
throw in the towel

1. Losing liquidity for some time was devastating at first, but it forced us to restructure the business, which turned out to be a _____.
2. After six months of carrying on business, my firm finally _____ - the revenue started exceeding the costs.

3. Can you give me a _____ for the legal services? I know that you charge an hourly rate but I want to know more or less what I will be paying.
4. The new strategy, _____, aims to facilitate the process of sale and customer service.
5. It's not official yet, but _____, we will be closing the branch in Germany.
6. When you invest, don't _____ - you need diversification of your investment portfolio.
7. After months of failures and losses, they _____.
8. I see that you are very ambitious and don't give up easily but this goal of yours is simply impossible - you are trying to _____.
9. I'm afraid we have to hire a professional to _____ in this PR crisis.
10. The company policies don't allow that. I can't do anything I'm afraid - _____.
11. When you network, offering somebody a compliment is a good way to _____ and start a conversation.

EXPRESS YOURSELF WITH IDIOMATIC EXPRESSIONS

A training session by Anna Młodawska, LL.M.

TASK 4

Create your own examples with the following idiomatic expressions from the list in Task 1, after hearing a definition of each of them provided by your teacher.

back to square one
back to the drawing board
by the book
come to terms with
corner the market
face the music
get the ball rolling
go the extra mile
in the same boat
knee-jerk reaction
lay your cards on the table
put out fires
raise the bar

TASK 5

Fill in the gaps with the following 8 idiomatic expressions from the list in Task 1.

between a rock and a hard place
bird's eye view
bite more than you can chew
burn the candle at both ends
call it a day
cut corners
cut to the chase
throw under the bus

- The dashboard provides a _____ of all active projects and all current tasks.
- If we increase prices, we lose customers; if we don't, our profits are insufficient. We're truly _____.
- The new hire seems to be _____" volunteering for every extra task even though he already has a lot on his plate.
- I've been _____ trying to manage both my 9-to-5 job and the side hustle, and I'm starting to feel exhausted.
- After reviewing the contract, let's _____ and get some rest before the client meeting tomorrow.
- We're short on time, so let's _____: what's the final solution that you recommend?
- We cannot _____ on internal quality control, the audit may reveal any shortcomings later.
- He claims he was _____ and we treated him as a scapegoat but we just told the truth - it was all his fault.