+49 511 4739339
james@englisch-lehrer.com · www.englisch-lehrer.com

B1 MEETINGS ≈ 27 MIN

Making Suggestions — *practice on paper*

You know questions, weighted statements, and tentative ideas — now choose fresh proposals for new situations.

Suggestion: read the situation → **choose the weight** → use a fitting **question or statement** .

NAME _____ DATE _____

YOUR BUILD 1 · SORTING ○ 2 · FILL-IN ○ 3 · CORRECT ○ 4 · WRITE ○

BRICK 1 · SORT BY WEIGHT · APPROX. 4 MIN ●○○

Sort each English phrase as a clear proposal or tentative idea. Use the key to check its precise effect.

Why not test it with one client? | How about moving the demo to Friday?

What about a pilot in one region? | Shall we ask the design team?

One option is a short trial. | Maybe we could test a smaller group.

I was wondering about a later date. | Might it help to ask Finance first?

Could we perhaps run a short pilot? | It might be worth checking the figures.

CLEAR PROPOSAL	TENTATIVE IDEA

BRICK 2 · COMPLETE THE SUGGESTION · APPROX. 6 MIN ●●○

Insert exactly the English word in the cue. The situation and suggestion form make every answer clear.

01 Team planning: Why _____ we try one region? (use don't)

02 Schedule: How about _____ the demo? (use moving)

03 New option: What if we _____ with two users? (use start)

04 Group decision: Shall we _____ Finance? (use ask)

05 Recommendation: I _____ choosing Friday. (use suggest)

06 Client step: It might be worth _____ Eva. (use calling)

07 Early idea: Maybe we could _____ a trial. (use run)

08 Sensitive date: I was wondering whether we might _____ until Monday. (use wait)

YOUR BUILD

1 · SORTING
2 · FILL-IN
3 · CORRECT
4 · WRITE

BRICK 3 · CORRECT THE SUGGESTION · APPROX. 7 MIN

Each English sentence contains exactly one common error. Use the cue and rewrite the full proposal.

01 Launch meeting: I suggest to test one market. (use "that we test")

02 Timing: She suggested to wait until Friday. (use "waiting")

03 Budget meeting: Let's discuss about the timeline. (remove "about")

04 New date: How about to move the demo? (use "moving")

05 Price test: Why we don't ask one customer? (use "Why don't we")

06 Client call: It might worth checking the figures. (add "be")

BRICK 4 · WRITE YOUR SUGGESTIONS · APPROX. 8 MIN

Write one English suggestion for each prompt. Match its form and weight to the situation.

01 Team price test: make a clear question with "Why don't we."

02 Date change: give a considered recommendation with "It might be worth."

03 Early pilot idea: leave plenty of space with "I was wondering if."

04 Budget talk: propose a discussion and avoid "discuss about."

MINI-CHECK – CAN I DO THIS YET?

- [ ] I match a question, statement, or tentative idea to the situation.
- [ ] I use a that-clause or an -ing form after "suggest."
- [ ] I put no "about" between "discuss" and its topic.
- [ ] I can make early ideas tentative but still clear.

Still unsure? Name the situation and desired weight before choosing the phrase.

Answer key

Check only when you have finished. Every answer comes with the **why** — the rule matters more than the result.

BRICK 1 · SORTING

01 Why not test it with one client?
Clear proposal: the question names an action.

02 How about moving the demo to Friday?
Clear proposal: how about offers a date.

03 What about a pilot in one region?
Clear proposal: what about offers a pilot.

04 Shall we ask the design team?
Clear proposal: shall we offers shared action.

05 One option is a short trial.
Clear proposal: the statement names one route.

06 Maybe we could test a smaller group.
Tentative idea: maybe leaves room.

07 I was wondering about a later date.
Tentative idea: the opening sounds cautious.

08 Might it help to ask Finance first?
Tentative idea: the question checks the logic.

09 Could we perhaps run a short pilot?
Tentative idea: perhaps softens the question.

10 It might be worth checking the figures.
Tentative idea: might reduces the weight.

BRICK 2 · FILL-IN

01 Team planning: Why **don't** we try one region?
Question form: why don't we opens the proposal.

02 Schedule: How about **moving** the demo?
An -ing form follows how about.

03 New option: What if we **start** with two users?
The base form follows we here.

04 Group decision: Shall we **ask** Finance?
The base form follows shall we.

05 Recommendation: I **suggest** choosing Friday.
An -ing form follows suggest here.

06 Client step: It might be worth **calling** Eva.
An -ing form follows worth here.

07 Early idea: Maybe we could **run** a trial.
The base form follows could.

08 Sensitive date: I was wondering whether we might **wait** until Monday.
Tentative move: the phrase leaves the group space.

BRICK 3 · CORRECT

01 Launch meeting: I suggest **that we test** one market.
A that-clause can follow suggest.

02 Timing: She suggested **waiting** until Friday.
An -ing form can follow suggested.

03 Budget meeting: Let's **discuss the timeline**.
Discuss takes its topic directly.

04 New date: How about **moving** the demo?
An -ing form follows how about.

05 Price test: **Why don't we** ask one customer?
Question form: don't comes before we.

06 Client call: It might **be worth** checking the figures.
Pattern: might be worth needs be.

BRICK 4 · WRITE

Your suggestions may differ if their form and weight clearly suit the situation.

01 "Why don't we ask one customer about the price?"
Question form: the clear proposal names an action.

02 "It might be worth moving the review to Friday."
Statement: the recommendation has clear weight.

03 "I was wondering if we could run a trial first."
Tentative move: the early idea leaves room.

04 "How about discussing the budget on Monday?"
Verb choice: discussing needs no about.

NEXT BRICKS — KEEP BUILDING FREE ONLINE

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englisch-lehrer.com/hannover

BERLIN
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englisch-lehrer.com/berlin

ONLINE COURSES
englisch-lehrer.com/online
worldwide on Zoom

CONTACT
+49 511 4739339
james@englisch-lehrer.com