

**What is the impact of phrasal verbs on your communication style?**  
Phrasal verbs can contribute to a semi-formal/more relaxed style in your communication. Consider the difference between the examples below:

**Example 1:** Dear Peter, I regret to inform you that the meeting has been cancelled.

**Example 2:** Hi Peter, just a quick note to let you know the meeting has been **called off**.

**One verb many different phrasal verbs!!**

**Take out:** I am going to take out (withdraw) some money today.

**Take on:** We would like you to take on (accept) more responsibility.

Take

**Take off:** The plane is taking off (rises) into the air.

**Take in:** I found it difficult to take in (think about) the terrible news.

**Take after:** She really takes after (resembles) her dad.

Phrasal verb	Ten phrasal verbs you should know in Business
<b>Come up</b>	We have <b>come up with</b> (developed) a great new idea for the business.
<b>Bring up</b>	She <b>brought up</b> (raised) a really interesting point at the last meeting.
<b>Get around</b>	I don't know how we can <b>get around</b> (overcome) this problem.
<b>Go through</b>	Could you please <b>go through</b> (quickly review) the sales report before the meeting.
<b>Call off</b>	I am sorry to tell you that we had to <b>call off</b> (cancel) the meeting.
<b>Come around</b>	We were sure they would <b>come around to</b> (be persuaded by) our proposal.
<b>Factor in</b>	We need to <b>factor in</b> (consider) the marketing costs before launching the product.
<b>Head up</b>	She is <b>heading up</b> (leading) the project team for the next six months.
<b>Roll out</b>	We need to <b>roll out</b> (implement) the initiative across the organization.
<b>Measure up</b>	I am not sure that he <b>measures up</b> (meets our expectations) to our requirements.

**A little more background info on phrasal verbs**

**What:** Phrasal verbs are formed from a **verb** and a **particle** (typically a preposition or sometimes an adverb).

**What to think about**

The phrasal verb does not take a direct object. For example, I **get up** at 9.00 am. A phrasal verb that does not take a direct object is **intransitive**.

If the phrasal verb takes a direct object (**transitive**) you then need to think about if the verb can be separated and the object can be put in the middle of the phrasal verb. Some phrasal verbs can be separated. For example, can you **put through** Sally? /Can you **put Sally through**? Some cannot be separated, for example, I will **look after** Tim, not I will **look Tim after**!

**Phrasal verb of the month – Pick Up**

I am a big fan of this phrasal verb because of its flexibility.

- i) **To pick up** somebody from the cinema. To collect somebody.
- ii) To **pick up** a pen. To take an object with your hand.
- iii) Profits **picked up** after a difficult Q1. Profits recovered.

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