**SPEAKING**

**9th -11th grades**

***Give a short presentation. You have 3 minutes to prepare for it. You have 3-5 minutes to talk.***

***Remember to give the introduction and the conclusion relevant to the topic of the presentation.***

In many workplaces, online communication is now more common thanface-to-face meetings.

Discuss the advantages (mention at least 2 advantages)and disadvantages (mention at least 2

disadvantages) of this trend and giveyour own opinion.