UNIVERSITAS BINA INSANI

Jl. Siliwangi No.6, Sepanjang Jaya, Bekasi 17114
Telp. 021- 824 36 886/996 – 824 00 924

UJIAN TENGAH SEMESTER
Semester Gasal Tahun Akademik 2023/2024

Mata kuliah	: Bahasa Inggris II
Program Studi	: Fakultas Bisnis
Waktu	: 120 menit
Nama Lengkap	:
Kelas	:

Capaian Pembelajaran Matakuliah:

Mahasiswa dapat menggunakan ketrampilan berbahasa Inggris tingkat pre-intermediate baik secara lisan maupun tulisan dengan meliputi *Grammar dan Vocabulary* yang membahas tentang bisnis yang meliputi: 1.Present Perfect / Past Simple dan Second Conditional (Type 2) 2. "Should/have to" and making decision, agree and disagree 3. Dealing with the problems: Review Tense "The Past Simple Tense" 4. How things work, using prepositions and movements. 5. Safety Procedures: Must/mustn't 6. Time clauses, reported speech: agendas, passing on Information

KERJAKAN DENGAN TELITI

I. GRAMMAR

A. SIMPLE PAST OR PRESEN PERFECT

Simple Past or Present Perfect? Fill in the gap with the correct tense of verb

Example

Question: I_____ on several project like this. (work)

Answer: I **have worked** on several project since I started working here.

Example

Question: Last month I_____ on several project like this. (go)

Answer: I **went** on several project like this

1. I _____ my classmates yesterday (see)
2. Last night I _____ lunch with my best friend. (have)
3. The plane _____ for three hours (fly)
4. We _____ a company to do study tour last week (visit)
5. He _____ three emails today (write)

B. SIMPLE PAST.

Example

Question:	**Answer:**
+ We _____ (to eat) a lot of pasta in Italy.	We **ate** a lot of pasta in Italy
X The plane _____ (not/to fly) over the sea.	The plane **didn't fly** over the sea.
? _____ (you/ to forget) to turn off the light.	**Did you forget** to turn off the light?

***Note:** When you have to write a negative sentence, write the auxiliary/be in short for example:
~~Did not~~- √ didn't, ~~was not~~- √ wasn't, ~~were~~ not- √ weren't

Complete the gap with the correct verb of tense!

1. **+** He _____ (to leave) to join with Honda Prima 3 years ago
   X She _____ (not/to call) me last night.
   ? _____ (he/to attend) the meeting?
2. We _____ (to begin) the meeting half an hour ago.

LIVEWORKSHEETS

X My boss _____ (not/to bring) lap top.
? _____ (Lisa/to watch) documentary film?

3. The company _____ (to build) new building next to the office.
She _____ (not/ to push) the wheel.
_____ (He /make) any progress for the project?

C. MULTIPLE CHOICE

Choose the correct options to fill the gap!

1. She_____ a new car in 2011.
   a. has bought b. buyed c. bought
2. The girls_____ their lunch yet
   a. did not eat b. has not eaten c. have not eaten
3. He _____there when he was child
   a. lived b. has lived c. have lived
4. They _____ a few minutes ago
   a. Left b has left c. have left
5. The film _____yet
   a. didn't b. hasn't started c. haven't started
6. I_____ a computer when I was child.
   a had b has c. have
7. What time _____ yesterday?
   a. he got up b did he got up c did he get up
8. They _____ the train when they went to the city
   a. didn't change b change c. di change
9. We _____ computer last night.
   a did used b. didn't use c. did use
10. _____ good coffee last night?
    a. Did made she b Did she make c Didn't she made
11. I don't think we _____increase the price yet.
    a. shouldn't b. should c. haven't to
12. We _____ to make decision by Friday.
    a haven't b. have c. should
13. You _____ wear eye protection in the lab
    a. would b. must c. could
14. We walking _____ the market.
    a. up b. to c. on
15. Why didn't she climb _____ that ladder?
    a. across b. up c. down
16. The Maglev is lifted _____ by magnetic force
    a. up b down c. above
17. A hover craft flies just _____ the water
    a. along b through c. over
18. Don't rush _____ the stair. You can fall and get injured
    a through b in c. down
19. I felt a little scared as we drove _____the tunnel
    a in b across c. through
20. We had to walk _____ the stair to the 17th floor because the elevator didn't work
    a up b down c. to

LIVEWORKSHEETS

D. SECOND CONDITONAL

Complete the second conditional sentences. Use the correct forms of the verbs.

Example 1

Questions: If we _____ the right decision, we _____the decrease of sales (make, avoid)

Answer: If we **made** the right decision, we **would avoid** the decrease of sales

Example 2

Questions: We _____the decrease of sales if we_____ the right decision (avoid, make)

Answer: We **would avoid** the decrease of sales if we **made** the right decision.

***Note:** When you have to write a negative sentence, write the auxiliary/be in short for example:
~~Did not~~- √ didn't, ~~was not~~- √wasn't, ~~were not~~- √ weren't, ~~would not~~- wouldn't

1. If we _____ more employees, we _____ in trouble. (not hire, be)
2. We _____more profit if our customers _____more products. (get, buy)
3. If we _____the príce,customers _____ the purchase. (rise, decrease)
4. We _____more product if we _____ the product effectively. (sell, promote)
5. If we _____ new method, our job _____ better. (apply, be)

E. MODAL AUXILIARY MUST AND MUSTN'T

Fill in the gaps with must oĺ mustn't!

1. You _____swim here. The lake is used for drinking water.
2. You _____speak German and English to get a job as a Lufthansa pilot.
3. You _____send dangerous items by mail
4. You_____ tell the boss what happened, or he'll fire you.
5. I _____ be late. It's the most important meeting of the year.

F. REPORTED SPEECH

Put the correct verb into reported speech.

Example:

Question: John said, "I see many good facilities."

John said (that)_____ many good facilities.

Answer: John said (that) **he saw** many good facilities.

1. Mr Jones said, "I will collect stickers."
   Mr Jones said (that) _____ stickers.
2. Peter said, "We play a lot of tennis."
   Peter said (that) _____ a lot of tennis.
3. Mother said, "I have a headache."
   Mother said (that) _____ a headache.
4. They told us, "We drove right down to Athens last summer."
   They told us (that) _____ right down to Athens last summer.
5. Helen said, "I am watching the late-night show.
   Helen said (that) _____ the late-night show.

LIVEWORKSHEETS

II. VOCABULARY

A. Fill in the blanks with the words from the box.

weight	upgrade	joined	valid	weighs	not	minutes	until
as soon as	attend	supplement	promotion	After	How	prevent	hold
suggestions	height	regulations	started				

1. He _____ his career with Epson Plc.
2. Company gave a _____ for him to be a marketing manager
3. He _____ his current company three years ago.
4. Why _____ just change the shape of the box?
5. Any _____about the marketing strategy?
6. _____about using a new logo?
7. Can I _____ the ticket from second class to first class?
8. A: Would it cost anymore?

   B: Yes. You'd have to pay a _____
9. You can't use that ticket on this train. It's not _____
10. The _____ of the bridge is only 3.2 metres.
11. The _____ of this car is about 1,000 kilograms
12. This laptop _____ only 1.2 kilos. It's very light.
13. The _____say that you have to wear ear protection at all times.
14. Health and safety procedures help to _____injuries.
15. I think everyone has the _____ of the last meeting
16. If you can't _____ a meeting, send an email or phone to tell us.
17. We didn't _____ a progress meeting last week. We were too busy.
18. He will immediately send you an email _____ he gets to the office.
19. Nora *will stay* with her parents _____she finds a good job.
20. _____ Salim finishes his gap year; he is going to start a Master's in law.

III. READING COMPREHENSION

Read the following letter, answer the questions!

Hi Victoria,

I spoke to Sam Wu yesterday, and he agreed to be one of our 'culture speakers' at the conference. Unfortunately, he's reluctant to make a presentation. He said he was happy to answer questions in the group discussion, though. I also spoke to Mai Cheng. She's very keen to give a talk, which is obviously good news.

So, I think, with the two of them, we can arrange a presentation followed by a Q&A session, or something like that. Mai is going to think of some ideas, and meet Sam next

LIVEWORKSHEETS

week, so they can discuss them. I told her we were happy for her and Sam to decide what to talk about.

I also called Tom about his 'surprise gifts' for the conference. He refused to say what they are! He's decided not to say anything until the last minute, but he has promised to tell me what they are a week before the conference. I don't know what he's planning but, knowing Tom, it'll be something 'different'!

Regards,

Amelia

Amelia Donovan
Sales Consultant - CC Software

Choose the correct option that answers the question!

1. What can be concluded about Sam Wu?
   a. He will not participate in a conference
   b. He will be a speaker in a conference
   c. He disagrees about the theme of conference
2. How many presenters will be in a conference?
   a one b two c three
3. Who is the email writer?
   a. Victoria b Amelia c. Mai Cheng
4. What other business do they talk about?
   a. the agenda of the conference b surprise gift c Q & A session
5. What are the presenters going to do before the conference?
   a. Answer questions in group discussion
   b. Preparing surprise gift
   c. Discussing ideas

Good luck

LIVEWORKSHEETS