Test Unit 1   Grammar

1   **Complete the conversations. Use the correct Present Simple form of these verbs.**

arrive   have   speak   start   stay   take   want   work

  1 **A** What time _____ the meeting _____?

      B It _____ until 11.30.

  2 **A** How many foreign languages _____you _____?

      B Two. I _____ good Spanish and a little German.

  3 **A** How often _____ your boss _____ from home?

      B Never. She always _____ in the office.

  4 **A** How long _____ the journey _____ to the airport?

      B It usually _____ about 45 minutes.

  5 **A** Which hotel _____ clients usually _____ in?

      B They often _____ in the Radisson or the Hilton.

  6 **A** What time _____ he _____ home from work?

      B He _____ home until about nine o'clock every night.

  7 **A** Where _____ you usually _____ lunch?

      B At my desk. I _____ time to go out.

  8 **A** Why _____ he _____ to change jobs?

      B He _____to work for himself.

2   **Complete the conversations. Use the correct Present Simple form of *be* or *do*.**

  1 **A** Hi. _____[1] Max in the office today, please?

      B No, he _____[2].

          He _____[3] work on Fridays.

      A OK. _____[4] you know his mobile number?

      B Sure. It _____[5] 0777 129 422.

  2 **A** _____[6] you work in the Paris office?

      B Yes, I _____[7].

          I _____[8] in the marketing department.

      A _____[9] Walter Schumann still work there?

      B Yes, he _____[10] the Marketing Director now.

  3 **A** _____[11] Ralph have a problem with his computer?

      B Yes, his email _____[12] work.

      A _____[13] there any error messages on the screen?

      B No, there _____[14].

Vocabulary

1 Complete the names of different types of company. Write the missing letters.

1 **A** Why is Gina going to the b __ __ __ this afternoon?

   B She's going to ask for a loan.

2 **A** Where's the best place to buy espresso beans?

   B We order from a c __ __ __ __ __ p __ __ __ __ __ __ __ __ in Brazil.

3 **A** What is Felix's job?

   B He designs engines for a c __ __ m __ __ __ __ __ __ __ __ __ __ __ __ __.

4 **A** What's your idea of a perfect job?

   B A newsreader for a t __ __ __ __ __ __ __ __ __ c __ __ __ __ __ __.

5 **A** What is your favourite a __ __ __ __ __ __?

   B I like Global Air. They gave me an upgrade last time.

6 **A** Why did your company close all its high street shops?

   B We're an e- c __ __ __ __ __ __ __ c __ __ __ __ __ __ now, so we only sell our products online.

7 **A** What was your first job?

   B I was a sales assistant in a d __ __ __ __ __ __ __ __ __ s __ __ __ __.

8 **A** I work for an e __ __ __ __ __ __ __ __ __ g __ __ __ __ p __ __ __ __ __ __ __.

   B Great! I need a new laptop. Can you recommend one?

9 **A** I can't work for an o __ __ c __ __ __ __ __ __. I'm not a scientist.

   B But they have jobs in sales and accounts too.

2 Complete the conversation with these words.

> *annual   competition   competitors   employ   employees*
> *headquarters   nationality   produce   revenue   start   type*

A So, you work for Candy Land. What _____[1] of company is that?

B We _____[2] sweets, chocolate, and ice cream.

A What _____[3] is the company?

B It's American. Our _____[4] are just outside Boston. We're quite small.

A Oh? How many _____[5] are there?

B About 70. But we hope to _____[6] more staff soon.

A And when did the company _____[7]?

B Only two years ago. We have an _____[8] _____[9] of about half a million dollars. It's a difficult market though. There's lots of _____[10] from companies in the UK, France, and Belgium.

A Sure. So who are your main _____[11] in the US?

B Hersheys, Ben and Jerry's – big companies like that.

Work skills

1 **Use the prompts to write questions for the answers.**

1 **A** What / do? _____

    B I'm a software engineer.

2 **A** Who / work? _____

    B I work for Global Learn.

3 **A** What / type / company? _____

    B It's an educational technology company.

4 **A** Which / department? _____

    B I work in the project development department.

5 **A** Do / full-time? _____

    B No, just part-time.

6 **A** How / many / hours / week? _____

    B I work about 25 hours a week.

7 **A** Who / work? _____

    B I work with the software development team.

8 **A** Where / work? _____

    B I usually work in the head office.

9 **A** Do / travel? _____

    B No, I don't travel very often.

10 **A** Can / tell / do / your job? _____

    B Yes, I'm responsible for testing language software.

Functions

1 **Put the lines of the conversation in the correct order. Number the lines 1–5.**

a Yes, good thanks. __

b Oh, hi Wiktor. Good to see you again. __

c Fine, thanks. And you? __

d Yes, you too. How are you? __

e Hi, Elsa. __

2 **Put the lines of the conversation in the correct order. Number the lines 1–5.**

a Fine, thanks. Busy as usual. __

b Yes, very good to meet you too. __

c You must be Jorge Acosta. I'm Bill Harper. __

d How are things? __

e Oh, hi Bill. It's nice to meet you in person at last. __

3 Put the lines of the conversation in the correct order. Number the lines 1–5.

a Yes, nice to meet you, too. __

b Mark, do you know Hasan Sur? __

c Nice to meet you, Mark. __

d Hasan, this is Mark Roche. __

e No, I'm afraid I don't. __

4 Put the lines of the conversation in the correct order. Number the lines 1–5.

a Oh, what do you do? __

b Jo, let me introduce you to Sally Faulkner. __

c I'm a games designer. __

d Pleased to meet you, Sally. Do you work for Samsung, too? __

e No, I don't. I'm freelance. __