

## 4 | Progress test

### Working with words

Complete the text with words from the list.

cheap	compact	designed	did	friendly	idea
launched	stylish	trials	well		

An electronics company wanted to develop a new product for the British market. They had an <sup>1</sup> \_\_\_\_\_ for a calculator with big keys, so that older people could use it easily, but which was <sup>2</sup> \_\_\_\_\_ so that it could fit into a pocket or bag. They <sup>3</sup> \_\_\_\_\_ some market research and found that people would buy it if it was <sup>4</sup> \_\_\_\_\_-designed and quite <sup>5</sup> \_\_\_\_\_ – no more than £10. They <sup>6</sup> \_\_\_\_\_ the product and asked a research company called TBT to do some product <sup>7</sup> \_\_\_\_\_. These found that the new calculator was very popular with younger people too, as they thought the bright colours and big keys were very <sup>8</sup> \_\_\_\_\_. The company <sup>9</sup> \_\_\_\_\_ the product two years ago, and it has been a great success: older people find it user-<sup>10</sup> \_\_\_\_\_ while teenagers love its 'look'.

### Language at work

Write a positive sentence (+), a negative sentence (-), or a question (?) from the prompts. Use the past simple.

- 11 Felipe / go / to Paris yesterday (-)
- 12 you / see / the new consultants / last week (?)
- 13 I / receive / your letter (-)
- 14 The sales team / meet / the new director this morning (+)
- 15 the product / have / any success at the conference (?)

Correct the mistakes in the sentences.

- 16 We didn't found the presentation very interesting.
- 17 The company bought a lot of new furniture.
- 18 Francesca not enjoyed the meal with the sales manager.
- 19 They arrive at the airport at 6 p.m. yesterday.

- 20 The report didn't be very informative.

### Business communication

A supermarket wants to change its supplier of fresh fruit and vegetables. The purchasing department has prepared a report. Order the report. Write a-j after the sentences.

- 21 First, we did some research to find the cheapest suppliers in the market. \_\_\_\_\_
- 22 Why did we need to change supplier? \_\_\_\_\_
- 23 We found that it was excellent. \_\_\_\_\_
- 24 The purpose of our research was to find a new supplier of fresh fruit and vegetables to all our stores. \_\_\_\_\_
- 25 We spoke to about twenty different companies, and found that Greenpark were 5-10% cheaper than anyone else. \_\_\_\_\_
- 26 We asked them to send us some information, and invited them to a meeting. \_\_\_\_\_
- 27 Finally, we contacted Greenpark, who seemed friendly and well-organized. \_\_\_\_\_
- 28 Because our previous one was expensive, and sometimes didn't deliver the goods on time. \_\_\_\_\_
- 29 Then we asked some of our sister companies how good the reliability of Greenpark was. \_\_\_\_\_
- 30 We wanted to find a supplier that was cheap and reliable. \_\_\_\_\_

Result \_\_\_\_\_ / 30 marks