

TEST ON UNIT 4:

VISITORS

1) Fill in the gaps with the correct Word. The first letter has been given:

- a. The Logistics Department D..... the products to the customer.
- b. The IT Department M..... the computer systems and software.
- c. The Sales Department G..... new business with customers.
- d. The Production Department M..... the products in the factory.
- e. The Accounts Department I..... customers for the products they bought.
- f. The HR Department R..... new people to work in the company.

2) Use the cues to make questions. Use Simple Present / Simple Past / Present Continuous:

- a. Who / you / report to ?
.....?
- b. Where / subsidiaries / based ?
.....?
- c. Who / the manager / deal with ?
.....?
- d. When / they / join / the company ?
.....?

e. you / work / on a project / this month ?

.....?

f. What / your department / do ?

.....?

g. What / you / be/ in charge of / in your previous job ?

.....?

h. who / report / to you / in your previous position?

.....?

i. Why / you / not come / to the office / these days ?

..... ?

j. all the subsidiaries / based / in Europe ?

.....?

k. who / deal with / customers / in your company / in general?

.....?