Name _____

Unit Test 2

Answer the questions.

LANGUAGE

1. Are the articles in these sentences correct?

   Write (c) if the sentence is correct or (i) incorrect if the sentence is not correct. Rewrite the incorrect sentences with the correct answer.

   Example: He's an good manager (i) ____He's a good manager.____

a) This is the best job I've had. ( ) _____

b) The turnover was the higher than last year. ( ) _____

c) The company made a huge losses last year. ( ) _____

d) Our headquarters are based in the centre of the city. ( ) _____

e) I gave him a same report that you gave me. ( ) _____

f) Can you give me a example of what you mean? ( ) _____

g) She works in the finance. ( ) _____

h) She works in the Finance department. ( ) _____

i) The unemployment rate is falling for the third year in the row. ( ) _____

VOCABULARY

2. Change the form of the word between brackets into nouns and complete the sentences.

   For example:

   The new **manager** improved moral in the department. (manage)

a) Increasing salaries is only one way to increase _____. (**motivate**)

b) Fear of _____ is another way to inspire staff. (**fail**)

c) Many managers believe _____ cannot be trusted. (**employ**)

d) I have _____ with my six subordinates today. (**appraise**)

e) Did you hear about the basketball _____who strangled a subordinate? (**coach**)

f) We're in danger of setting our _____too high. (**expect**)

LIVEWORKSHEETS

g) The board of _____ meets four times a year. (**direct**)

h) We like every member of staff to have their own _____and independence. (**responsible**)

3. Complete the sentences with these verbs:

do / make / meet / take / set / have / lose

a) Managers inspire workers when they _____ a good example.

b) We can't _____ the deadline. It's unrealistic.

c) I think we'll _____ a profit this year.

d) Most managers _____ their tempers when their team loses.

e) Sorry, but I don't _____ time to help.

f) It's too risky. We can't _____ a chance like this.

g) Would you _____ me a favour?

USEFUL PHRASES

4. Match the two halves of the sentences.

i. ( )Is there any...

ii. ( ) I was wondering if you could...

iii. ( ) I don't suppose you...

iv. ( )Would you mind...

v. ( ) I was wondering whether...

vi. ( )Do you mind not

a. work late this evening

b. wasting your time on that?

c. way you can finish it early?

d. could give him a ring for me could you?

e. you'd have time tomorrow or not.

f. working late this evening?

LIVEWORKSHEETS