

C) Complete the conversations with these words. 6 m

anti-smoking co-produce cybercrime e-commerce ecotourism ex-president

- 1 **A** Who was that woman you were talking to just now?
B That was theof our company. She's retired now.
- 2 **A** Do you make all the parts of the plane in this factory?
B No, wethis aircraft with our partners in France.
- 3 **A** What is the biggest threat for banks at the moment?
B I'd say it was.....- millions of dollars are stolen each year because of it.
- 4 **A** Why have cigarette sales fallen so dramatically over the past twenty years?
B Mainly because thecampaign has been very effective.
- 5 **A** How are the new holidays to the Amazon rainforest doing?
B They're selling well.is very popular at the moment.
- 6 **A** What's Ulla doing these days?
B She's left her old employer, and now she runs an website selling clothes.

D) Use the Past Simple, Past Continuous, or Past Perfect form of the verbs to complete these conversations. (19 m)

- 1 **A** (you / have) lunch by the time your visitors arrived?
B Yes, we(we / finish) eating by then.
- 2 **A** I(I / not speak) to you yesterday because you looked busy when I saw you.
B Yes, I(I / try) to repair my printer when you came in.
- 3 **A** (they / see) the news about the takeover when they made the decision?
B No,(they / read) about it the following day.

- 4 A** Why(you / take) the train home yesterday?
- B** My car is in the garage. I had an accident while I(I / drive) to work.
- 5 A** (You / complete) the report when you went for lunch yesterday?
- B** No,(I / still / write) it yesterday afternoon.
- 6 A** Why(they / not send✓) the order yesterday?
- B** They couldn't because they(they / not received) confirmation of the address.
- 7 A**(you / walk) to the station when it began to rain?
- B** Yes, we were about halfway there, so (we / get) very wet.
- 8 A** (he / meet) our Indian suppliers before?
- B** Yes,(he / meet) them during a visit to Mumbai last year.
- 9 A** Why(you / finish) work so late yesterday?
- B** (we / check) last month's sales figures when Sasha saw a mistake.
- 10A** (she / cancel) the trip when she heard what had happened?
- B** No,(she / decide) to go because of all the plans she had made.

E) Complete the conversations. Use the noun form of the verbs in brackets. (20 m)

- 1 A** Are you happy with theof the new manager? (perform)

- B** I'm very pleased.has gone up a lot since he arrived. (produce)
- 2 A** How are you doing with theof the new engine? (develop)
- B** We still haven't reached anon the final design. (agree)
- 3 A** Theof a bank loan is going to give us problems. (deny)
- B** Perhaps, but I'm sure we'll find financialsomewhere. (assist)
- 4 A** Theof our prices may cause a fall in our profits. (reduce)
- B** I don't think so. I think we should see anin sales. (improve)
- 5 A** Theof those dead trees will give us more parking spaces.
(remove)
- B** Yes, and it will improve theof the offices. (appear)
- 6 A** Is there any..... to the new work schedule? (resist)
- B** A little, but we've had noto work the new hours. (refuse)
- 7 A** Can you give me an for these figures. They're not very good.
(explain)
- B** No, they're not. I'm afraid our lastdidn't return very good profits.
(invest)
- 8 A** Jobisn't very high among our factory workers, is it? (satisfy)
- B** You're right. I think we need to give them more(encourage)
- 9 A** You're doing a staffthis afternoon, aren't you? (appraise)
- B** Yes, but I'll need a little..... I haven't done one before. (guide)
- 10A** We owe a lot of money. The..... of the company is not certain.
(survive)
- B** I agree. The..... of debts must be our top priority. (pay).

F) Complete the conversations with the words in brackets. Use the Zero, 1st, or 2nd Conditional form of the verbs. (20 m)

- 1 A** What(happen) if you press the red button?
B That's for emergencies. If you press it, the machine(stop) immediately.
- 2 A** Where(your son / go) if he couldn't live with you?
B He(leave) London. It's too expensive to buy his own house here.
- 3 A** If Irma comes with us, we(take) a taxi to the restaurant.
B And if she doesn't, what(we / do)?
- 4 A** What would you do if you..... (lose) your job?
B I(move) to America. There's always plenty of work there.
- 5 A** When the bell(ring) once, everyone stops for lunch.
B And what happens if it(ring) twice?
- 6 A** What will happen if Alan(come) to work late again?
B If he comes late again, he(lose) his job.
- 7 A** I wouldn't use a car if the buses(be) better.
B I hate taking the bus. I(buy) a car if I could afford one.

- 8 A** Where do you stay when this hotel(be) full?
- B** If I can't get a room here, I(go) to the hotel round the corner.
- 9 A** I(study) Spanish if I went to Madrid.
- B** And if you..... (learn) Spanish, you could work in a lot of different countries.
- 10A** I wouldn't drink coffee at the meetings if they(have) tea.
- B** And I wouldn't drink tea if there(not be) any coffee.

G) Complete the conversations with these words. (12 m)

account (x2) balance close credit debited deposit mortgage overdrawn savings shares withdraw

- 1 A** I'd like to check how much money is in my¹.
- B** Certainly, sir. What's your² number, please?
- A** It's 73642109. I just need to know my³.
- B** Let me see. You're €413 in⁴, sir.
- 2 A** I'm wondering what to do with my⁵. I've got quite a lot.
- B** Have you considered paying off your⁶?
- A** I've done that. I was wondering about buying some⁷.
- B** That's a good idea. But don't⁸ your account. It's always good to have one.
- 3 A** I'm afraid you're⁹ \$500, madam.

B Oh! My credit card company must have¹⁰ my account.

A Yes, they took \$850 this morning. It means you can't¹¹ any money today.

B All right, I'll¹² \$2,000 this afternoon.