

Reading Comprehension (20 points)

1 Read the advert. Then complete the sentences below. (10 points)



PC PLANET'S
CHRISTMAS SALE

Laptops and tablets for everyone!
Easy payments

All our new computers have got Windows 10

Item	Palbook Deluxe 750	Ural X560 Laptop	Apek CD422 GoBook
Size	13.3"	15.8"	11.6"
Colour	black	silver, blue, red, white	white
Memory	8 GB	4 GB	2 GB
Storage	750 GB	1 TB	500 GB
Battery life	10 hours	8 hours	12 hours
Sale price	£599.99	£229.00	£149.99
Savings	£100	£179	£30
Other information	All aluminium, very light Full HD screen Ergonomic keyboard	Superfast USB-C port for quick transfer of videos	Slimline Perfect for all online activity Built-in WiFi

All laptops come with an 18-month guarantee

1. PC Planet sells _____.

2. The _____ has got the biggest memory.

3. The _____ has got the most powerful battery.

4. The price reduction on the Apek CD 422 GoBook is _____.

5. The keyboard on the _____ is user-friendly.

2 Answer the questions. (10 points)

1. In which month would you probably see this advert?

2. Which operating system does each computer contain?

3. Which computer is the largest?

4. Which computer is available in more than one colour?

5. Which computer can store the largest amount of information?

Vocabulary (50 points)

1 Circle the correct answer. (8 points)

1. **All-in-one** / **Wide-screen** / **Built-in** TVs are very popular.
2. I need to fix my computer. It's **broken** / **flexible** / **slimline**.
3. We are looking for a **secure** / **complicated** / **reliable** printer.
4. The date on this **Invoice** / **quantity** / **subtotal** is 20th June.
5. To move to the next line, press the **command key** / **space bar** / **return key**.
6. You need a **scanner** / **gaming controller** / **printer** to play that game.
7. Use a **slash** / **full stop** / **semicolon** at the end of a sentence.
8. An e-mail address always contains an **apostrophe** / **exclamation mark** / **at symbol**.

2 Add one of the words or phrases below to each of the word groups. (8 points)

cash • brackets • out of stock • practical
webcam • below • postage and handling • alt key

1. control key • delete key •
2. microphone • projector •
3. powerful • portable •
4. question mark • hyphen •
5. above • over •
6. credit card • cheque •
7. payment date • shipping •
8. reorder • overstocked •

3 The words in bold are in the wrong sentences. Write them next to the correct sentences. (10 points)

1. The bank is **beside** the supermarket and the post office.
2. To write a capital letter, use the **ergonomic**.
3. Could you please **order** it to Computex?
4. I can't pay **account**. I haven't got enough money.
5. The price of the computer includes **cash**.
6. Move the cursor with the **shipping** keys.
7. When did you **charge** your new printer?
8. Angela is sitting **between** Jennifer this year.
9. My new **shift key** mouse is great.
10. Have you got an **arrow** with us?

4 Circle the correct answer to complete the sentences. (6 points)

1. Use the ... to upload photos from the iPhone to the computer.
a. USB charger b. remote control
2. My phone camera takes fantastic ... photos.
a. high-3resolution b. user-friendly
3. Supermarkets use a ... to get product prices.
a. stylus pen b. barcode scanner
4. We use ... in a sentence to separate words in a list.
a. commas b. colons
5. Press the ... to go back to a previous window.
a. escape key b. function keys
6. This printer can print 50 pages per minute. It's
a. sturdy b. superfast

5 Match A to B to form sentences. Pay attention to the words in bold. (8 points)

A

1. Jack can't calculate the total
2. Every consumer has to pay
3. The manager is happy with his receptionist
4. The quality of the sound is bad
5. I know the president said that
6. This customer didn't get her scanner on time
7. I don't understand this
8. Look above number 8 on the keyboard

B

- a. because there are **quotation marks** around his words.
- b. because he doesn't know the **price**.
- c. because she's very **dependable**.
- d. because the instructions aren't **simple**.
- e. because we made a mistake with the **delivery date**.
- f. an amount of **VAT** on their order.
- g. to find the **asterisk**.
- h. because you've got cheap **speakers**.

6 Complete the sentences with the words below. (10 points)

headset • tab key • next to • caps lock key • payments • touch screen
in the middle of • top-of-the-range • run out of • flash drive

1. Open the app by tapping the with your finger.
2. It's too expensive to pay for now. Can I buy it in ?
3. Transfer data from one PC to another using a
4. This is an excellent laptop. It's
5. I don't want to hear your music. Please use your
6. Use the to advance the cursor to the next set point.
7. Sam and Laura live the school.
8. The printer has ink again. This page is blank.
9. Your e-mail is in capital letters because the is
10. The space bar is the keyboard.

Functional Language (10 points)

Circle the correct response.

1. I've got a problem with my laptop.
 - a. OK. First, make sure you've saved all your work.
 - b. I'll come and take a look.
 - c. Both a and b.
2. This is Bob in the IT department.
 - a. How many payments would you like?
 - b. Hi! This is Sara from the fourth floor.
 - c. Both a and b.
3. Have we got enough headsets?
 - a. We haven't got any.
 - b. No. We need to order urgently.
 - c. Both a and b.
4. What's the best model?
 - a. These are all reliable.
 - b. We'll send out the order today.
 - c. Both a and b.
5. I suggest you buy something like this.
 - a. I ordered a box last week.
 - b. Thanks for the recommendation.
 - c. Both a and b.
6. Can you recommend a good webcam?
 - a. This one has got really good reviews.
 - b. There are good reports about this model.
 - c. Both a and b.
7. What's the price per unit?
 - a. I'd like to place an order, please.
 - b. £60 each.
 - c. Both a and b.
8. We're running low on microphones.
 - a. How many would you like?
 - b. The dust inside can make the keys stick.
 - c. Both a and b.
9. Why have we got so many new motherboards?
 - a. Unplug the keyboard.
 - b. The supplier sent us too many.
 - c. Both a and b.
10. I'd like to place an order.
 - a. Certainly!
 - b. What exactly do you need?
 - c. Both a and b.

Listening Comprehension (3) (20 points)

1 Listen to Tom and Doris taking an inventory. Then fill in the form below. (10 points)



ACME COMPUTER SERVICES – INVENTORY

Date: 15th June

	Type	Number in stock	Action
Printers	Model A	1.	Check with Mr Brown
	Model B	1	
Scanners	Model A	3	Order 6
	Model B	0	
Keyboards	Standard	3.	–
	4.	5	
Mouses	Standard	5.	–
	Wireless	18	

2 Listen again and answer the questions. (10 points)

1. What type of inventory are Tom and Doris doing?

2. What does Tom ask Doris to do?

3. According to Tom, when did Mr Brown order the printers?

4. Why don't they order any mouses?

5. Why does Doris tell Tom to wait?