Unit Test 13

Answer all the questions.

LANGUAGE

Write these sentences in the correct order.

1   I to often work have late.

_____

2   well all our speak staff English.

_____

3   system the new is efficiently working.

_____

4   are always they arrive the first to.

_____

5   The every night are backed-up computers automatically.

_____

VOCABULARY

Complete the sentences with these words.

demand / forecast / delay / model / range / stock / switch / update / order

6   I'm sorry but there's a _____ with your order. It'll arrive tomorrow not today.

7   Hello. I'd like to place an _____ for three hundred pens.

8   Customer _____ is very high for ice creams because the summer is so hot.

9   The current _____ for next year says turnover will remain steady.

10 I'm afraid we don't have any in _____ at the moment.

11 This model looks old now. We need to _____ it to make it more modern.

12 The Ford XR6 is our latest _____.

13 We've decided to _____ from the old system to this new procedure.

14 Let me show you our full _____ of cars from this family model to our sports and luxury cars.

Change the form of the words in **bold** to complete the sentences.

Note: Be careful, if you use a verb, it should be correctly conjugated.

produce   15   This is where we store our _____.

               16   Bill is our _____ manager. He's in charge of the factory.

supply   17   Can you call our _____ and find out where the truck is?

               18   We're _____ shops now in Europe and parts of America.

manufacture 19   We _____ spare parts for cars.

               20   UK car _____ report a fall in orders.

deliver   21   We're still waiting for the _____ to arrive.

               22   Can you _____ it to our warehouse please?

ADJECTIVES & ADVERBS

Choose one mistake in each sentence. Then, write the correct word.

23   I plan exact what I have to do every day.   Correct word:_____

24   I deal with importantly tasks immediately.   Correct word:_____

25   My work area is always tidily.   Correct word:_____

26   I share usefully ideas with my colleagues.   Correct word:_____

27   I regular review my way of working.   Correct word:_____