Group 35

English A2.2

Mondays and Wednesday 4:00-5:15 pm

Final Test

Answer all questions.

SECTION 1: VOCABULARY

Complete this table.

VERB	NOUN	JOB TITLE
Example: To produce	**product**	**producer**
To economise	**(1)**_____	economist
(2)_____	sales	**(3)**_____
To manage	**(4)**_____	**(5)**_____
(6)_____	design	**(7)**_____

Choose the correct answer from a, b or c.

1. All sales staff get a _____ at Christmas and it doesn't matter how much they sell, it's an extra in the salary.

   a) loyal b) bonus c) pay

2. The organisational _____ in our company is like a pyramid.

   a) status b) subordinate c) hierarchy

3. If the phone rings, we'll _____ it, I don't want to answer.

   a) avoid b) admit c) ignore

4. I like _____ meetings where everyone is relaxed.

   a) unformal b) informal c) disformal

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5. Our market _____ has fallen by 3% this year.

a) place b) share c) leader

6. I'll meet you _____ Monday 1st.

a) on b) at c) in

7. You need to cut your spending. We're on a tight _____.

a) credit b) capital c) budget

8. Local companies need a _____ economy to do business abroad.

a) stable b) positive c) correct

9. You'll need to _____ an interview after you apply.

a) invite b) attend c) wait

10. The company has a lot of _____. It is close to bankruptcy.

a) debts b) accounts c) discounts

11. Many online banks are trying to protect customers from _____ and theft.

a) premiums b) claims c) fraud

12. I've asked three times for my money back, but they still refuse to give me a _____.

a) return b) satisfaction c) refund

13. The Just-in-time consultants say we need to reduce the _____ in our warehouses.

a) stocks b) resources c) shares

14. _____ managers don't think the younger managers have any talent.

a) Subordinate b) Senior c) Superior

15. Regular customers who show _____ are very important.

a) seniority b) loyalty c) level

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SECTION 2: LANGUAGE

Write the word in brackets in the correct form. Use past simple, present perfect, conditional 1 or conditional 2, these are the only grammar tenses in the sentences.

1. He _____ (work) for a company based in Chile from 2013 to 2015.
2. We _____ (live) in Beijing since January.
3. I _____ (be) the Managing Director but I retired in 2004.
4. Aisha _____ (leave) the company in 1978 to start her own business.
5. In the old days we _____ (work) fifteen hours a day.
6. Recently, there _____ (be) a drop in unemployment figures.
7. If I'm not in the office when you call, my colleague _____(take) a message.
8. They _____ (use) the products, if they didn't work here.
9. We will accept the deal and sign the contract if they _____ (come) today to the office.
10. If we took risks, we _____(develop) successful new products.

Rewrite the following sentences in passive voice. Be careful of the grammar tense used in the active voice sentences.

1. We describe the results of this survey in our latest reports.

   The results of this survey_____. **(Don't write the agent)**

2. They call the new model the "Robomat".

   The new model _____. **(Don't write the agent)**

3. The company manufactures the T408 in Germany.

   The T408 _____. **(Write the agent)**

4. They will complete the building next year.

   The building _____. **(Don't write the agent)**

5. The company has developed a new drink.

   A new drink _____. **(Write the agent)**

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SECTION 3: READING

Below, there are three titles of articles.

Names of the articles		
1) We know where you are.	2) Modern office workers are rude.	3) Pay less for more or more for less?

- **The sentences A) to I) are in disorder.**
- **Read the sentences and at the end of each one select the number of the article you think they belong to.**
- **Each article must have three sentences.**

A. Examples of their rudeness include ignoring colleagues and answering phones during meetings.

B. We read a lot about companies watching employees use of internet and private email.

C. Advances in production and distribution have caused this increase in the price.

D. But did you also know that when you turn on your mobile phone, a phone company can monitor your calls?

E. Prices have fallen in the food business for the last ten years.

F. A new survey claims that employees in the twenty first century are more bad-mannered than workers in the last century.

G. But the question is now, how far can the industry continue down this road and are consumers prepared to start paying more?

H. They can even discover your location.

I. Now, some organisations are training their staff to be polite.

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SECTION 4: WRITING

Read this email. Each line (1-7) has one extra word. Delete the word.

Dear Mr Folds,

(1) Thanks me very much for the website text.

(2) Unfortunately, it is very long at the moment so that I am

(3) writing to ask if you can cut it down to the 100 words.

(4) In my experience, users are not very so happy to read

(5) anything over this length. I would did be grateful if

(6) you could send for me the new text by Friday.

(7) Let me to know if this is a problem.

Best regards

Takeshi.

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SECTION 5: LISTENING

- **Listen to someone describing a problem.**
- **Select the best answer for each question.**
- **Play the audio as many times as you need.**



1. The company decided to…

a) recruit more staff. b) make a difficult decision. c) give training.

2. Staff of each store receives the training sessions…

a) once in a week b) twice in a week c) once in a month

3. As a result, staff…

a) work every week. b) have one or two days off. c) know what's happening in the shop.

4. All staff received…

a) more money b) a bonus c) money for staying

5. The company has more

a) staff b) customer service c) regular customers

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