

## I. BASIC INFORMATION

### 1. Basic information

Number of questions \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of conversations \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of speakers \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Common topics \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Types of questions \_\_\_\_\_  
\_\_\_\_\_  
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### Extra Vocabulary

Word/ phrase	Part of speech	Meaning
Catridge		
		Thiết bị
		Lắp đặt
Supply		
Out of paper		
Paper shredder		
Awards banquet		

## III. HOMEWORK



### Exercise 1. Choose the best answer for each question (File 01)

- When is the meeting scheduled to begin?
  - At 1:00
  - At 1:30
  - At 2:00
  - At 2:30
- Why is the man concerned about the meeting?
  - He is not ready for his presentation
  - He may be late
  - He can't find the research report
  - He doesn't have an agenda
- What is the man planning to discuss at the meeting?
  - Future projects
  - Management strategies
  - New employees
  - Application processes
- What are the speakers mainly discussing?
  - Travel arrangements
  - Meeting topics
  - Construction plans
  - New products

5. What is scheduled for discussion at the meeting?
  - A. Production rates
  - B. Renovation plans
  - C. Legal problems
  - D. Market trends
6. What does the man suggest doing?
  - A. Building a new office
  - B. Delaying a meeting
  - C. Visiting the manufacturing plant
  - D. Waiting for a decision
7. Why did the woman miss the presentation?
  - A. She was out of town
  - B. She was meeting clients
  - C. She was on the telephone
  - D. She missed the train
8. What did Diana suggest at the presentation?
  - A. Investing in a building project
  - B. Moving the company to China
  - C. Developing new products
  - D. Opening a new factory
9. What will the management probably do?
  - A. Open a new office
  - B. Contact the Beijing branch
  - C. Launch a new product
  - D. Do some research

**Exercise 2. Choose the best answer for each question (File 02)**

1. Where does the man probably work?
  - A. At a post office
  - B. At a clothing store
  - C. At a fitness center
2. What does the woman want to do?
  - A. Try on dresses
  - B. Exercise for fitness
  - C. Buy some drinks
3. What is the problem?
  - A. The man lost his credit card
  - B. The cash machine does not work
  - C. The woman does not have change
4. What will the man probably do next?
  - A. Pay with his credit card

- B. Go to the cash machine
- C. Give the woman a receipt
- 5. Where does the conversation most likely take place?
  - A. At a hotel
  - B. At an airport
  - C. At a bank
- 6. What will the man do next?
  - A. Pay the charge
  - B. Cancel the ticket
  - C. Remove his luggage
- 7. Where does this conversation most likely take place?
  - A. At a fast food restaurant
  - B. At a cinema
  - C. At a French restaurant
- 8. What is the problem?
  - A. The man has to wait for his order
  - B. The woman gave the wrong drink
  - C. The hot chocolate is sold out



**Exercise 3. Choose the best answer for each question (File 03)**

- 1. Where is the woman working?
  - A. Supermarket
  - B. Bank
  - C. Restaurant
  - D. Hospital
- 2. What does the man want to do?
  - A. Reserve a room
  - B. Reschedule his appointment
  - C. Cancel his reservation
  - D. Book a ticket
- 3. What will the man do on Wednesday?
  - A. He will see Dr. Randal

- B. He will call the woman again
- C. He will be working
- D. He will visit his friend
- 4. Where do the speakers probably work?
  - A. At a travel agency
  - B. At a restaurant
  - C. At an insurance company
  - D. At an online shopping company
- 5. What does the woman say about their business?
  - A. They are moving to another office
  - B. They are expecting a lot of orders
  - C. They will be closed next week
  - D. They should cut down expenses
- 6. What does the woman suggest doing?
  - A. Having special sales on Valentine's Day
  - B. Ordering more products from wholesalers
  - C. Sending all the packages to a delivery company before 2 o'clock
  - D. Delivering all orders to their customers before 2 o'clock
- 7. Where does this conversation most likely take place?
  - A. In an office
  - B. At an airport
  - C. At a railway station
  - D. At a university
- 8. What do the speakers say about Mr. Phillips?
  - A. He will move to the London office.
  - B. He has received a promotion.
  - C. He is a new staff member.
  - D. He studied modern marketing techniques.
- 9. What will happen in the Marketing Department?
  - A. Its head office will move to London
  - B. The department will be downsized
  - C. They will hire some new employees

D. The man/s friend will be transferred to the

10. Where does the woman probably work?

A. At an estate agency

B. At a hotel

C. At a train station

D. At a supermarket

11. Where did the man read the advertisement?

A. In a newspaper

B. In a magazine

C. On a billboard

D. On a website

12. When will they probably meet?

A. Tomorrow morning

B. Three o'clock today

C. Three o'clock tomorrow

D. Four o'clock tomorrow

13. What are the speakers discussing?

A. A hotel reservation

B. Travel arrangements

C. Product order

D. A restaurant reservation

14. What does the woman suggest the man do?

A. Pay in advance

B. Come with few people

C. Come one hour earlier

D. Bring his credit card

15. What information does the woman need?

A. The man's work address

B. The man's telephone number

C. The man's email address

D. The man's name