<u>คำสั่ง</u> จงเลือกคำตอบที่ถูกต้องที่สุดเพียงข้อเดียว

จำนวน 40 ข้อ (40 คะแนน)

คำสั่ง จงเลือกคำตอบที่ถูกต้องที่สุดเพียงข้อเดียว

Directions: This test consists of 50 items.

1. Ms. Garcia: The first person I'd like to introduce is Mr. Thamma. He's _____ marketing.

: Mr. Thamma, this is Miss Jones, sales representative from Sunny company.

A. head of.

B. work at.

C. great to finally meet you.

D. exchanged a lot of emails.

2. Ms. Garcia: Mr. Thamma, this is Miss Jones, sales representative from Sunny company.

Ms.Jones: _____, Mr. Thamma.

A. Nice to meet you too.

B. It's my pleasure to meet you.

C. It's great to finally meet you too.

D. Have the two of you met before?

3. A: Would you like something to drink?

B: _____.

A. If you need anything, just let me know!

B. Please help yourself to a snack.

C. A cup of coffee, please.

D. Thank you very much.

4. He _____ a service engineer.

A. is

B. has

C. works

D. orders

5. Which department is doing research to create new products or improve existing products and services.

A. Production

B. Marketing

C. Accounting

D. Research and development (R&D)

6. The _____ works with clients to deal with complaints, orders, or required information about products/services.

A. Marketing

B. Customer service

C. Human resources

D. Research and development (R&D)

7. There _____ two business appointments next Monday at

9.30.

A. are

B. have

C. going to

D. will be

8. My boss _____ the AD&D company in 5 days.

A. is

B. has

C. visits

D. will go

LIVEWORKSHEETS

No. 9-14

Which expression (A-F) is Opening a meeting, Closing the meeting or Stating the agenda for the meeting.

A. On the agenda today,

B. If we are all here, let's get started.

C. I will go over the main points,shall I?

D. Thank you for coming. Shall we begin?

E. Right then..... let's get down to business.

F. To sum up

9._____

10. _____

11. _____

12. _____

13. _____

14. _____

15. Our staffs look forward to _____.

A. join with you

B. do business together

C. your precious presence

D. work closely with your company

16. This fair is a chance for _____ and looking for a new business opportunities.

A. dealing

B. inviting

C. receiving

D. networking

17. Which of the following is not a formal email invitation.

A. Hope you can come!

B. We would be grateful if you.

C. You are cordially invited to.

D. Please let me know if you will attend this event.

no. 18-22, arrange the sentences (A-E) in the email into the correct order.

A. Please let me know if you are attending.

B. We are happy to invite you to attend the opening of our restaurant.

C. I hope to see you there on this big day.

D. The event will be held at Eat right restaurant, Rama 9 road on June 6 from 14.30 onwards.

E. Best regards

18. _____

19. _____

20. _____

21. _____

22. _____

23. Trade fairs bring together thousands of international_____ in one place in a short space of time.

A. podium

B. freebies

C. fair pass

D. suppliers

LIVEWORKSHEETS

24. All the information within a _____ is advertising your company, product, or services.

A. booth

B. badge

C. freebie

D. brochure

25. Which of the following is used to presenting products.

A. They're certainly very interesting.

B. I absolutely have to show you this.

C. My contact information is on my business card.

D. It's really one of our most interesting developments.

26. Which of the following is not used to describing your company.

A. What do you do?

B. Who do you work for?

C. It'll only take a minute.

D. We make E-commerce software.

27. Let me _____ you my card.

A. give

B. have

C. hear

D. reach

28. The purpose of an electric vehicles (EV) _____ to use the electricity in rechargeable batteries instead of fuel.

A. is

B. has

C. was

D. does

29. Laptop is _____ than a PC.

A. small

B. smaller

C. more small

D. the most small

30. Finland is one of _____ countries in the world.

A. more advanced

B. much advanced

C. mostly advance

D. the most advanced

LIVEWORKSHEETS

Put the dialogue (A-E) in the correct order (No. 31-35).

A. Could you confirm the rate for the room?

B. Hello. I'd like to reserve a room for the 24 th and 25th of August,please.

C. A double bed, please. And could I have a room with a view, if possible.

D. There will be two of us.

E. Yes, does your hotel offer an airport shuttle?

Reservation: Reservation. Eddy speaking. Can I help you?

Guest: (31)

_____

Reservation: Yes, sir. We have several rooms available for that date.

How many people is the reservation for?

Guest: (32)

_____

Reservation: And would you like a room with twin beds or a double bed?

Guest: (33)

_____

Reservation: Certainly, sir. Do you have any other special requests?

Guest: (34)

_____

Reservation: Yes, sir. You can look up the information on our website.

Guest: (35)

_____

Reservation: Your room is four thousand baths per night, sir.

36. A _____ is an individual a group of people, or a corporation which is entitled to specific legal rights and duties.

A. treasurer

B. president

C. juristic person

D. foreign investor

37. In minutes of a meeting, a_____ is about approval of the previous minutes.

A. presiding

B. old business

C. committee report

D. secretary's report

38. Which of the following is used to disagreeing with other people's opinions

A. I couldn't agree more.

B. That's exactly what I think.

C. I have a different perspective on this one.

D. From my point of view, maybe you're right.

39. Which of the following is incorrect.

A. He ordered to leave at once.

B. My boss requested an answer by tomorrow.

C. HR team announced upcoming training program.

D. Our managers agreed that staff should work from home.

LIVEWORKSHEETS

40. Let me _____ you my card.

A. give

B. have

C. hear

D. reach

LIVEWORKSHEETS