

**Advanced Test: Motivation and Workplace Vocabulary**

1. Try to highlight your exceptional levels of \_\_\_\_\_ during the appraisal discussion.
- a) incentive
  - b) self-motivation
  - c) recognition
2. We should explore innovative methods to enhance overall employee \_\_\_\_\_.
- a) performance
  - b) performing
  - c) perform
3. Accumulating additional skills and experience will ultimately \_\_\_\_\_ your career prospects.
- a) benefit
  - b) reward
  - c) appreciate
4. Successfully completing a challenging project provides a strong sense of professional \_\_\_\_\_.
- a) praise
  - b) appreciation
  - c) achievement
5. Which of the following best completes the sentence: "Management must review the \_\_\_\_\_ we offer to encourage high productivity"?
- a) incentives
  - b) achievements
  - c) performances
6. Employees are more likely to \_\_\_\_\_ when their contributions are formally acknowledged.
- a) feel valued
  - b) appreciate
  - c) benefit
7. A desire for more responsibility and decision-making authority indicates that staff are seeking greater \_\_\_\_\_.
- a) commission
  - b) autonomy
  - c) feedback
8. Meeting deadlines can qualify employees for a performance-related \_\_\_\_\_.
- a) cash
  - b) bonus
  - c) commission
9. At this firm, all staff are automatically enrolled in a non-contributory pension \_\_\_\_\_.
- a) plan
  - b) reward
  - c) insurance

10. The company recently introduced a new \_\_\_\_\_ to attract and retain talented employees.

- a) achievement plan
  - b) compensation plan
  - c) recognition plan
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11. Regular feedback and public \_\_\_\_\_ of good work help employees stay motivated.

- a) appreciation ✓
  - b) development
  - c) commission
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12. Staff who submit their reports before the deadline are eligible for an \_\_\_\_\_.

- a) pension plan
  - b) extra holiday
  - c) on-time bonus
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13. When managers listen carefully and acknowledge contributions, employees are more likely to \_\_\_\_\_.

- a) feel commission
- b) feel reward
- c) feel valued

#### 14. Text 1: Employee Appraisal

Last week, Maria had her annual performance review. She tried to emphasize her high levels of \_\_\_\_\_ ( **incentive** / **self-motivation** / **recognition** ) to show that she can work independently and meet deadlines. Her manager praised her achievements and explained how the company plans to improve the \_\_\_\_\_ ( **reward** / **performances** / **achievements** ) it provides to staff. Maria felt appreciated and motivated to take on more challenging tasks.

#### 15. Text 2: Rewards and Motivation

The company offers several benefits to keep employees motivated. Completing projects on time can lead to a performance-related \_\_\_\_\_ ( **cash** / **bonus** / **commission** ). Staff also participate in a non-contributory pension \_\_\_\_\_ ( **plan** / **reward** / **insurance** ). Management believes that personal \_\_\_\_\_ ( **development** / **develop** / **developing** ) is a key factor in long-term career success.

16. "Hello, I don't believe \_\_\_\_\_ before, have we?"

- a) we've met
- b) we meet
- c) we met

17. "Currently, I'm based \_\_\_\_\_ the headquarters in Brussels."

- a) in
- b) on
- c) at

18. "Hi, Dan. I wasn't expecting to \_\_\_\_\_ you at this event."

- a) see
- b) might see
- c) can see

19. "I need to leave now. Catch you \_\_\_\_\_."

- a) later
- b) after
- c) again

20. A: "There's a seminar today with the top executives."

B: "\_\_\_\_\_."

- a) That sounds interested
- b) That sounds interest
- c) That sounds interesting

21. A: "In the end, we had to restructure the department."

B: "\_\_\_\_\_."

- a) I'm sorry to hear that
- b) I'm sorry to hear
- c) I'm sorry to hear this

22. "Hi, Sam. How are \_\_\_\_\_ these days?"

- a) things
- b) the things
- c) your things

23. "You \_\_\_\_\_ mind if I take a short break?"

- a) haven't
- b) don't
- c) aren't

24. "You uploaded the report yesterday, \_\_\_\_\_?"

- a) don't you
- b) do you
- c) didn't you

25. "The conference will finish on time, \_\_\_\_\_?"

- a) doesn't it
- b) won't it
- c) will it

26. "How wonderful \_\_\_\_\_ you after such a long time!"

- a) to see
- b) to seeing
- c) see

27. "Do you know who \_\_\_\_\_ responsibility for the new marketing campaign?"

- a) is owned
- b) owns
- c) does own

28. A: "I believe Oliver has moved to Berlin."

B: "\_\_\_\_\_?"

- a) Are you sure? He lives in Italy?
- b) Are you sure? Does he live in Italy?
- c) Are you sure? Doesn't he live in Italy?

29. "Hello, it's Nicolas Henry, \_\_\_\_\_?"

- a) isn't it
- b) isn't he
- c) aren't you

30. "Didn't he mention what \_\_\_\_\_ regarding the project deadline?"

- a) did he
- b) he did
- c) didn't he

