English for Information Technology 2

Unit 1 test

Name: _____   **Date:** _____

1   **Complete these sentences with the words in the boxes. You do not need all the words.**

| carry out   check   connect   database   diagnose   provide   send   support |

1   If you have a problem with your computer hardware, call the _____ technician.
2   I _____ my emails twice a day to see if anyone has sent me a message.
3   First, _____ the problem. Then solve it.
4   In our company we _____ support to users of all kinds of operating systems.

| agenda   characters   clients   data   minutes   normally   occasionally   suppliers |

5   Make sure you read the _____ before the meeting so that you know what we'll talk about.
6   I travel a lot in my role as salesperson because my company has many _____ in different countries.
7   Passwords must be eight or more _____ long, including both letters and numbers.
8   I'm usually at my desk but I _____ go out to visit a supplier.

2   **Correct the mistakes in these sentences. <u>Underline</u> one incorrect word and write the correct word on the line.**

9   I use a computer very day. _____
10   Do your company supply software? _____
11   I stand up new computers and maintain old ones. _____
12   How for buying some new computers? _____
13   We produce hardware for office workers, such as word processors and spreadsheets. _____
14   What are the rules about mobile phones in your office? Need you use mobile phones? _____
15   'Have we buy some new computers?' 'Yes, great idea! We need some new ones.' _____

3   **Complete these sentences with job titles from Unit 1.**

16   A(n) _____ looks after databases.
17   A(n) _____ writes specifications for software.
18   A(n) _____ manages projects.
19   A(n) _____ manages a team of helpdesk workers.
20   A(n) _____ maintains computers.
21   A(n) _____ writes software.

LIVEWORKSHEETS

4   **Put these words in the correct order to make sentences and questions.**

22   at / centre / does / he / service / the / work / ?

      _____

23   computers / repair / I

      _____

24   answer / calls / don't / in / office / personal / phone / the

      _____

25   change / every / month / must / password / you / your

      _____

26   computers / up / I / new / set

      _____

27   company / my / sells / software

      _____

28   company / facilities / has / my / production / two

      _____

29   buy / computers / new / shall / we / ?

      _____

30   about / how / software / the / upgrading / ?

      _____

LIVEWORKSHEETS