

MID TERM EXAM ELEMENTARY

NAME AND SURNAME:

1. Complete this presentation with verbs from the list. Choose and drag.

export develop work provide 'm produce employ

I'm from Spain but I ⁵ _____ for a French company. We ⁶ _____ computer equipment and software. We also ⁷ _____ training with the products for our customers. We ⁸ _____ over five hundred people and we ⁹ _____ to ten different countries including Russia and Brazil. I ¹⁰ _____ a research technician and I ¹¹ _____ new products.

2. Add -s, -es, or no letters (-) to the words in sentences 12–20.

- 12 The company develop _____ products for hospitals.
- 13 Do _____ you import films?
- 14 She provide _____ meals to schools.
- 15 David work _____ for a company in Sweden.
- 16 We have _____ three suppliers.
- 17 Does it sell _____ electronics?
- 18 The shops don't buy _____ all their packaging from us.
- 19 Do _____ the company deliver within 24 hours?
- 20 Yes, it do _____.

3. Match sentences from a telephone caller (6–10) to the workplace he / she calls (a–e).

- 6 'Can I speak to the Warehouse Manager about our delivery, please?' _____
- 7 'Is Mike there? He works in Research and Development.' _____
- 8 'Hello, can I have a price for item R-33, please?' _____
- 9 'Hello, I have the new parts for Production. Do you need them today?' _____
- 10 'Could I leave a message for the Head of Administration?' _____

- a Sales Office
- b Factory
- c Head Office
- d Technical Centre
- e Distribution Centre

4. Complete these three conversations with words from the list.

any Are there there's Is there there are there isn't a some an there aren't

Conversation 1:

- A 11 _____ a Thai restaurant in the city _____ centre?
B Yes, that's right. The Blue Boat.
A Is it good?
B Yes, not bad. There are ¹² _____ nice fish dishes. But there aren't ¹³ _____

parking spaces in the centre. So take the bus.

Conversation 2:

A Can I help you?

B Yes, is there ¹⁴ _____ coffee machine here?

A Yes, ¹⁵ _____ two actually. There's one in the canteen and there's another in the factory.

B ¹⁶ _____ any in this building?

A No, ¹⁷ _____. Sorry!

Conversation 3:

A Hello, is there ¹⁸ _____ Internet cafe near this hotel?

B No, ¹⁹ _____. But take the 32 bus to the centre - ²⁰ _____ a bus stop at the end of this road.

5. Complete this conversation with the past simple form of the verbs in brackets.

A Hi! Where ¹³ _____ (be) you this morning?

B At the meeting with Mark and Barbara. Why ¹⁴ _____ (not / be) you there?

A Oh no! I ¹⁵ _____ (not / remember), I'm really sorry. What ¹⁶ _____ (you / say) to them?

B I ¹⁷ _____ (apologize) for you and they ¹⁸ _____ (be) fine about it. Anyway, we ¹⁹ _____ (decide) to book the Century Hotel for the conference in October.

A ²⁰ _____ (you / call) the hotel? They are often very busy in October.

B No, I ²¹ _____ (not / do).

A I'll do it.

B Thanks. Who ²² _____ (Mark and Barbara / want) to give the main presentation?

A We ²³ _____ (not / have) time to discuss that. I'll call them tomorrow about that.

6. Complete this conversation with expressions from the list.

Can I get you something?	Please take a seat.	Can I join you?	Please excuse me.
See you later.			
That's right.	What do you think of it?		
Is this your first time?			

A ²³ _____

B Yes, of course. ²⁴ _____

A Thanks. I hear you work for United Care Insurance.

B ²⁵ _____ Do you know someone there?

A I worked for them about five years ago.

B How interesting.

A Then I left and became a sales manager at Cover Shield.

²⁶ _____

B No, thanks. I'm fine.

A ²⁷ _____ at this conference?

B Yes, it is.

- A ²⁸ _____
B It's good. Today was interesting. I'm sorry but I have to go now.
29 _____
A Sure. Nice talking to you.
B Yes, and you. ³⁰ _____

7. **Underline the correct verb in *italics*.**

- 7 I'll *attach* / *open* the form to an email.
8 Did you *save* / *receive* my letter last week? I posted it on Tuesday I think.
9 *Open* / *Print* the folder marked KEYdoc_1. The document is in there.
10 Can you *receive* / *send* me another copy of the invoice? I can't find it.
11 Can you *forward* / *open* the document to me with your email?
12 I'll *print* / *place* these photographs of the office party so everyone can look at them.