

**EGZAMIN UNILIN  
LISTOPAD 2023**

**ZADANIE 1. Proszę uzupełnić poniższe zdania odpowiednim słowem lub zwrotem. W każdym zdaniu możliwa jest tylko jedna poprawna odpowiedź.**

1. We \_\_\_\_\_ students from Poland.  
a) is  
b) are  
c) am  
d) be
2. This is my friend. \_\_\_\_\_ name is Peter.  
a) Her  
b) Our  
c) Yours  
d) His
3. \_\_\_\_\_ is she? She's seventeen years old.  
a) How many years  
b) What age  
c) How old  
d) How much old
4. My brother is \_\_\_\_\_ artist.  
a) the  
b) an  
c) a  
d) —
5. \_\_\_\_\_ 20 desks in the classroom.  
a) This is  
b) There is  
c) They are  
d) There are
6. Paul \_\_\_\_\_ romantic films.  
a) likes not  
b) don't like  
c) doesn't like  
d) isn't likes
7. \_\_\_\_\_ you know how to make presentations?  
A. Can  
B. Are  
C. Were  
D. Do
8. Why \_\_\_\_\_ you leave your previous job?  
A. did  
B. have  
C. are

D. do

9. "This is Mark speaking. I \_\_\_\_ Maria today because she is ill."

A. replaced

B. am replacing

C. replace

D. was replacing

10. We \_\_\_\_.

A. usually have meetings once a month

B. have usually meetings once a month

C. have meetings usually once a month

D. have usually once a month meetings

11. 'The Wealth of Nations' \_\_\_\_ by Adam Smith.

A. wrote

B. is written

C. was written

D. has been written

12. Mr Kruger did not get the job because he \_\_\_\_ up late for the interview.

A. came

B. arrived

C. turned

D. was

13. You \_\_\_\_ get a visa to travel to Germany – a valid passport is enough.

A. must not

B. do not must

C. have not to

D. do not have to

14. As a manager, I am \_\_\_\_ fifty staff in my department.

A. responsible to

B. in charge of

C. liable for

D. deal with

15. "This is Peter Greenfield from Genie Ltd. Can you \_\_\_\_ Jane Daly in the Sales?"

A. send me to

B. put me through to

C. transfer to

D. call to

16. Have you seen \_\_\_\_\_ report our manager is talking about?

A. a

B. some

C. any

D. the

17. We have been active in this market \_\_\_\_ five years.

A. since

- B. from
- C. for
- D. by

18. Let's meet at 5:30, I \_\_\_\_\_ work by then.

- A. will have finished
- B. will finish
- C. will be finishing
- D. am finishing

19. I feel very \_\_\_\_\_ in my job because my boss is very demanding.

- A. stress
- B. stressed
- C. stressful
- D. stressing

20. If you \_\_\_\_\_ hard, you can get a promotion in six months.

- A. are going to work
- B. will work
- C. will be working
- D. work

21. Most of the projects we work on have very tight \_\_\_\_\_.

- A. terms
- B. deadlines
- C. dates
- D. plans

22. We \_\_\_\_\_ a lot of interesting contacts at the trade fair last week.

- A. made
- B. make
- C. have made
- D. had made

23. She \_\_\_\_\_ to make an appointment before she arrived.

- A. forget
- B. forgot
- C. has forgotten
- D. had forgotten

24. If we \_\_\_\_\_ 10% of administrative staff, we would save 100,000€ next year.

- A. dismiss
- B. dismissed
- C. will dismiss
- D. have dismissed

25. Dealing \_\_\_\_\_ paperwork is very time-consuming when you are a sole trader.

- A. by
- B. about
- C. with
- D. to

26. I come to the office and leave when I want – I \_\_\_\_.
- A. have fixed working hours
  - B. have changeable working hours
  - C. work flexitime
  - D. work antisocial hours
27. Information technology is a very \_\_\_\_ business nowadays.
- A. profitable
  - B. profit
  - C. profitability
  - D. non-profit
28. The labour costs in Europe are much higher \_\_\_\_ in Asia.
- A. like
  - B. as
  - C. then
  - D. than
29. They asked us \_\_\_\_ postpone their payment.
- A. if
  - B. to
  - C. -
  - D. that
30. I can't come at 5 o'clock because I \_\_\_\_ a customer and I can't cancel it.
- A. meet
  - B. am meeting
  - C. will meet
  - D. will have met
31. We usually \_\_\_\_ within 48 hours from the moment the order is placed.
- A. come
  - B. transport
  - C. deliver
  - D. fetch
32. I will start with a(n) \_\_\_\_ of my presentation.
- A. overview
  - B. list
  - C. menu
  - D. contents
33. The software we use hardly ever crashes – it is very \_\_\_\_.
- A. user-friendly
  - B. reliable
  - C. resistant
  - D. practical
34. We \_\_\_\_ our trade partners about the delay in processing orders.
- A. said
  - B. told
  - C. reported

D. spoke

35. I just wish I \_\_\_\_\_ with my manager in the same room – it's so stressful.

- A. didn't work
- B. couldn't work
- C. don't work
- D. shouldn't work

36. We are sorry but we haven't looked into your complaint \_\_\_\_\_.

- A. already
- B. still
- C. yet
- D. since

37. We are going to have a party in our company as Mr Foster, our CEO, has decided \_\_\_\_\_.

- A. on retiring
- B. get retired
- C. retire
- D. to retire

38. "Mrs Goldberg is not at the office at the moment. \_\_\_\_\_?"

- A. Can you take a message?
- B. Can I take a message?
- C. Would you like me to call her back?
- D. Would you like her to call me back?

39. "I'm not sure if we have enough in stock. I'll speak to the warehouse and call you \_\_\_\_\_."

- A. forward
- B. in return
- C. back
- D. up

40. From your CV I can see that you have a lot of \_\_\_\_\_ in this field.

- A. experience
- B. qualifications
- C. references
- D. education

41. Due to a technical fault, we had to \_\_\_\_\_ one of our products from the market.

- A. retake
- B. replace
- C. take away
- D. withdraw

42. We would like to sell more of our product next year to increase our \_\_\_\_\_.

- A. stock in the market
- B. market share
- C. part of the market
- D. bit of the market

43. People come and go all the time in their company so they have to \_\_\_\_ people all the time  
A. recruit  
B. dismiss  
C. promote  
D. lay off
44. We are looking forward \_\_\_\_\_ at the conference in Munich next year.  
A. to meeting you  
B. to meet you  
C. meeting you  
D. to your meeting
45. "Flight LX 1371 to Basel is now \_\_\_\_\_. Passengers are requested to proceed to gate 6."  
A. taking off  
B. landing  
C. boarding  
D. cancelled
46. The company \_\_\_\_\_ James if he hadn't leaked its secret.  
A. wouldn't fired  
B. wouldn't fire  
C. wouldn't have fired  
D. wouldn't have been firing
47. \_\_\_\_\_ being very expensive, our competitor's product was not very good quality.  
A. unless  
B. although  
C. however  
D. in spite of
48. We discovered that he was wasting time when he \_\_\_\_ customers.  
A. should have been visiting  
B. should visit  
C. should have visited  
D. should be visited
49. We can't find the documents anywhere – they \_\_\_\_\_.  
A. must destroyed  
B. must have destroyed  
C. must have been destroyed  
D. must have been destroying
50. I asked John to help me with the project, but he \_\_\_\_\_.  
A. denied  
B. doubted  
C. rejected  
D. refused
51. By this time next year the company \_\_\_\_\_ enough people to open a new factory.  
A. will train  
B. will have trained

- C. will be training
- D. will have been training

52. It's no use \_\_\_\_\_ for change in this department – you have to toe the line.

- A. fighting
- B. to fight
- C. being fought
- D. to be fought

53. My boss asked me if I \_\_\_\_\_ the latest sales figures.

- A. had seen
- B. saw
- C. would see
- D. have

54. At the end of each year we hold staff appraisal \_\_\_\_\_ in all departments.

- A. parties
- B. groupings
- C. gatherings
- D. meetings

55. We'll improve our customer service, \_\_\_\_\_ will help us to win back the UK market.

- A. what
- B. which
- C. why
- D. how

## **ZADANIE 2. Test: Rozumienie tekstu pisanego. Uzupełnij tekst jednym słowem**

Interviewing a candidate for a position that (51) \_\_\_\_\_ become vacant is no easy task, as any HR manager can tell. With the abundance of books such as "Job interviews for dummies", "Job interviews made easy", "Commonly Asked Job Interview Questions (with Key)" and a plethora of other how-to's, the interviewers (52) \_\_\_\_\_ easily predict what they will hear from some 80% of candidates who have taken pains to memorize the book wisdom, hoping to impress prospective employers with set phrases like "I have good communicative skills". A good interview question might then (53) \_\_\_\_\_ indeed a million dollar question, especially when recruiting (54) \_\_\_\_\_ top-level management positions. Sadly enough, many interviewers have been in their HR-related jobs for so (55) \_\_\_\_\_ and have spoken to so many candidates that they seem to have lost the faculty of being creative and original, resorting to "safe" and typical topics like the candidate's (56) \_\_\_\_\_ experience, strengths and weaknesses, achievements and failures, why did you decide to leave your previous job and why do you want to work for this company. On the other (57) \_\_\_\_\_, there are those Catbert-like, malicious types who, just like the Inquisition, derive immense satisfaction from seeing a candidate nervously fidgeting on the chair, with panic (58) \_\_\_\_\_ their eyes, trying to comment in German on a random quotation from Einstein's Mein Weltbild that the evil interviewer had put in front of them and asked "What do you think about it?". Instead of waiting for old and new management gurus to come up with a new set of "principles" and "guidelines" for interviewers, perhaps those (59) \_\_\_\_\_ for staff recruitment should simply start using their common sense. Is it really rocket science to forget about "What qualifications do you have?" (it's in the bloody CV, for heaven's sake) and ask "What would you do if..."? (60) \_\_\_\_\_ Mr Big Name in HR have to write a learned article in a prestigious Journal for Fundamental HR Issues before the truth about the uselessness of

"Why did you leave your previous job?" can be revealed to the world?  
No. It's just enough to ask the right questions.

**ZADANIE 3.** Z Tekstu usunięto 5 zdań, z podanych poniżej zdań wybierz właściwe i dopasuj do tekstu. 3 zdania są dodatkowe i nie będą użyte w tekście.

### A new life

I used to work as a college lecturer in the north of England, running photography courses. It wasn't a bad job and I really liked my students, but I began to feel tired of doing the same thing every day.

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I'd always loved travelling, so one weekend I typed 'international volunteering' into an internet search engine. At the top of the results page was the opportunity to go and stay on an island in the Indian Ocean, thousands of miles away, and help to protect the beaches and the sea life. 17 I had some diving experience, and the more I talked about it, the more I wanted to do it. So I contacted the organisation. One week later they offered to send me to the island and I accepted. 18 After all, the volunteer job was only for two months during the summer holidays. I thought after I'd finished, I'd come home.

As soon as I got to the island, I was sure I'd done the right thing. My first dive was incredible.

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I felt so lucky to be able to experience that every day.

In fact I loved it so much that I never came home! I've now been on the island for ten years and I have a permanent job. I'm working as a marine educator, teaching volunteers about the sea life and taking them snorkelling and diving. My desk is a picnic table 10 metres from the best beach on the island. Of course not everything about my new life is perfect. 20 However, I can't imagine going back to my old life.

- A That's why I knew it was a terrible plan.
- B I had trained in icy water in the UK so the crystal clear warm water felt amazing.
- C They always ask lots of questions.
- D I work far harder than I used to.
- E I began joking to friends about sending in an application.
- F Afterwards, some people were surprised by my decision but I wasn't too worried.
- G I decided I needed a break.
- H I needed to explain that first.

#### **ZADANIE 4. Posłuchaj nagrania i wybierz właściwe odpowiedzi.**

**A** Listen to the interview with Alicia Chavez, an expert in news media and new technology. Choose the correct answer - a, b or c - to the questions below. You will hear the interview twice.

- 1 What does Ms Chavez say about newspapers?
  - a) They will soon be replaced by the Internet.
  - b) They need to change.
  - c) They are losing money.
- 2 What does Ms Chavez say about the newspaper business?
  - a) It's becoming easier.
  - b) It's becoming more challenging.
  - c) It's always been very difficult.
- 3 What does Ms Chavez say is the main source of income for newspapers?
  - a) Sales
  - b) Marketing services
  - c) Advertising
- 4 What does Ms Chavez say newspapers should do?
  - a) Publish on the Internet
  - b) Encourage readers to buy new devices
  - c) Understand the technology that people use
- 5 How does Ms Chavez say that online content will be paid for mostly?
  - a) By advertising
  - b) By users paying for it directly, for example, through subscriptions
  - c) Through the sale of electronic reading devices