

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Score: \_\_\_\_\_ /

## LISTENING

I. Listen to a phone call. Complete the expressions from the conversation. (12 points)

1. We've \_\_\_\_\_ a problem with the order for Gosport.
2. We \_\_\_\_\_ all the baseball bats and T-shirts yesterday so I \_\_\_\_\_ ship them tomorrow. Bu the logos on the caps \_\_\_\_\_.
3. We \_\_\_\_\_ fix the machine today and \_\_\_\_\_ them again.
4. OK. \_\_\_\_\_ worry.
5. I know the Purchasing Manager at Gosport, so I'll \_\_\_\_\_ to him...
6. We \_\_\_\_\_ give another delivery date for this.
7. Sure. I'll \_\_\_\_\_ the factory now and I'll \_\_\_\_\_ you know as soon as I can.
8. That \_\_\_\_\_ be great. Thanks a lot.

II. Listen to a conversation and match the expressions 1-8 with the responses a-h. (8 points)

- |                                                  |                                |
|--------------------------------------------------|--------------------------------|
| 1. Can I join you? _____                         | a. Very interesting.           |
| 2. I hear you work for GST. _____                | b. Sure. See you later, maybe. |
| 3. My name's Simon Turing. _____                 | c. Yes, of course.             |
| 4. What do you think of the conference?<br>_____ | d. No, not many.               |
| 5. Do you come here every year? _____            | e. Pleased to meet you.        |
| 6. Do you know a lot of people here?<br>_____    | f. No, thanks. I'm fine.       |
| 7. Would you like another drink? _____           | g. Yes, that's right.          |
| 8. Please excuse me. _____                       | h. No, this is my first time.  |

## READING

- III. Complete the email with words from the list.  
(6 points)

SAVE  
PRINT  
RECEIVE  
OPEN  
SEND  
FORWARD



- IV. Match 1 – 6 to a-f to make questions and sentences. (6 points)

- |                             |                                  |
|-----------------------------|----------------------------------|
| 1. Are you _____            | a. for the HR Manager's profile. |
| 2. I like to comment _____  | b. a network of useful contacts  |
| 3. You can build _____      | c. on LinkedIn?                  |
| 4. I want to connect _____  | d. a professional group?         |
| 5. You can search _____     | e. on interesting posts.         |
| 6. Why don't you join _____ | f. with old friends from school. |

- V. Read the following text. Use the words in bold in the correct form to complete the sentences.  
(8 points)

- 1 The biggest social **network**. People connect with their friends and family and **share** information with them in **a post**. You can **comment on** other people's posts or click on 'like' to show that you like them. People you are connected with are called your friends.
- 2 People use this social network to connect with friends or with other people with the same interests. You can make groups (called circles) of people to share with.
- 3 People use this site to build **professional** networks. Users write a **profile** and **connect with** other people in their business area. These people are then called your connections. People share information about work topics and comment on it or 'like' it.
- 4 People use this site **to post** short messages called tweets. If you want to see everything someone posts, you can follow them.

1. I usually \_\_\_\_\_ photos on Instagram.
2. Instagram is my favourite social \_\_\_\_\_.
3. You don't have \_\_\_\_\_ everything. Some things are better kept private.
4. You should update your \_\_\_\_\_ in LinkedIn if you want to find a job.
5. I found \_\_\_\_\_ with very useful information in Facebook.
6. If you join groups in Facebook you can \_\_\_\_\_ people who have the same interests as you.
7. When you \_\_\_\_\_ on posts, everybody can see it.
8. You should look very \_\_\_\_\_ in your LinkedIn profile.

## WRITING

VI. Complete the sentences with the correct WH- word. (WHAT, WHERE, WHEN, WHO, HOW, WHY) (7 points)

1. \_\_\_\_\_ do you live? I live in Mexico.
2. \_\_\_\_\_ does Michael get to work? He drives to work
3. \_\_\_\_\_ is my cell phone? I think I saw it on the table.
4. \_\_\_\_\_ do you usually get up? I usually get up at 6 o'clock.
5. \_\_\_\_\_ did you stay home? Because I felt sick.
6. \_\_\_\_\_ is your boss? My boss is Mr. Barrera.
7. \_\_\_\_\_ time is it? It's 10 o'clock.

VII. Complete the sentences using the verb and the frequency adverb in the brackets. (6 points)

1. Our teacher, Mrs Jones \_\_\_\_\_ (never / be) late for lessons.
2. I \_\_\_\_\_ (often / clean) my bedroom at the weekend.
3. We \_\_\_\_\_ (rarely / watch) football on TV.
4. You and Tony \_\_\_\_\_ (never / play) computer games with me.
5. You \_\_\_\_\_ (usually / be) at the sports centre on Sunday.
6. The school bus \_\_\_\_\_ (always / arrive) at half past eight.

VIII. Complete the sentences using the simple past of the verbs in the brackets. (7 points)

1. I \_\_\_\_\_ (study) for the exam for three hours.
2. They \_\_\_\_\_ (be) happy to be home.
3. Sally \_\_\_\_\_ (be) disappointed she \_\_\_\_\_ (miss) the party.
4. Dan \_\_\_\_\_ (not/work) last week.
5. \_\_\_\_\_ you \_\_\_\_\_ (wash) the dishes?
6. We \_\_\_\_\_ (meet) them at the restaurant.
7. \_\_\_\_\_ you \_\_\_\_\_ (find) your book?