

BUSINESS ENGLISH FOR COMPANY EMPLOYEES

NAME: _____

CHOOSE THE BEST ANSWER TO EACH QUESTION.

A: Use of English

1. Can I park here?
 - a. Sorry, I did that
 - b. It's the same place
 - c. Only for half an hour.
2. What colour will you paint your office?
 - a. I hope so
 - b. I can't decide
 - c. It wasn't very difficult
3. I'd like two tickets for tomorrow night.
 - a. How much did you pay?
 - b. Afternoon or evening?
 - c. I'll just check for you.
4. The company needs to decide and for all what its position is on this point.
 - a. here c. once
 - b. first d. finally
5. I'm sorry , I didn't to disturb you.
 - a. hope c. think
 - b. mean d. suppose
6. The singer ended the concert her most popular song.
 - a. by b. with c. in d. as
7. The shop didn't have the shoes I wanted, but they've a pair specially for me.
 - a. booked c. ordered
 - b. commanded d. asked
8. She has lived here a month now.
 - a. quite c. beyond
 - b. already d. almost
9. Once the plane is in the air, you can your seatbelts if you wish.
 - a. undress
 - b. unfasten
 - c. unlock
 - d. untie

10. I'd rather you to her why we can't go.
 - a. would explain c. explain
 - b. to explain d. will explain
11. This plant looks dead.
 - a. It's in the garden
 - b. It only needs some water
 - c. It's sleeping
12. Who gave you this book, Anna?
 - a. I bought it. c. For my birthday
 - b. My uncle was.
13. How long are you here for?
 - a. Since last week
 - b. Ten days ago c. Till tomorrow
14. Do you know my brother John?
 - a. Sorry, he's not here.
 - b. I don't think I do. c. I know that.
15. The floor is wet: don't run or you might!
 - a. stoop b. spill c. spin d. slip
16. Lily says she's happy at school but she's complaining.
 - a. rarely c. sometimes
 - b. always d. often

B: Past simple tense

17. He a car.
 - a. buy b. buying
 - c. bought d. fly
18. What did you do yesterday?
 - a. I washed my clothes.
 - b. I washing my clothes
 - c. I wash my clothes
19. I to some music yesterday.
 - a. listen
 - b. listened
 - c. listening
 - d. listined
20. I got an A in Math because I very hard.
 - a. study
 - c. learn
 - b. studying
 - d. studied