APTIS GENERAL: CORE & READING MOCK EXAM

SECTION 1: GRAMMAR (25 Questions)

Question 1

I _____ my current job for three years now.
A) have had / B) had / C) am having

Question 2

If I _____ more money, I would start my own business.
A) earn / B) earned / C) would earn

Question 3

The office _____ cleaned every evening after 6:00 PM.
A) is / B) was / C) has

Question 4

I'm not used _____ in such a noisy open-plan office.
A) to work / B) to working / C) work

Question 5

You _____ send the report today; the deadline is actually next Friday.
A) mustn't / B) needn't / C) shouldn't

Question 6

That is the colleague _____ helped me with the project last month.
A) which / B) who / C) whose

Question 7

By the time I arrived at the meeting, it _____ already started.
A) has / B) had / C) was

Question 8

I suggested _____ a break because everyone looked exhausted.
A) to take / B) taking / C) take

Question 9

The boss made us _____ late on Friday to finish the presentation.
A) stay / B) to stay / C) staying

Question 10

This laptop is _____ than the one I used in my previous job.
A) more fast / B) faster / C) fastest

Question 11

I _____ have finished the task earlier, but I got a phone call.
A) must / B) could / C) should

Question 12

I wish I _____ speak more languages to work in international sales.
A) can / B) could / C) will

Question 13

He _____ be at his desk; I just saw him leave the building.
A) must / B) can't / C) might

LIVEWORKSHEETS

SECTION 1: GRAMMAR (continued)

Questions 14–25

Question 14

Please remember _____ your computer before you leave the office.
A) to lock / B) locking / C) lock

Question 15

Hardly _____ the office when my phone started ringing.
A) I had left / B) had I left / C) I left

Question 16

I'd rather _____ at home today than commute in the rain.
A) work / B) to work / C) working

Question 17

The company _____ by a large multinational corporation last year.
A) bought / B) was bought / C) has been bought

Question 18

Despite _____ very busy, she always finds time to help others.
A) being / B) she is / C) to be

Question 19

Unless it _____, we will have the team lunch on the terrace.
A) rains / B) doesn't rain / C) will rain

Question 20

I'll send you the email as soon as I _____ the data.
A) will receive / B) receive / C) received

Question 21

There is _____ coffee left in the pot; would you like some?
A) a little / B) a few / C) many

Question 22

Not only _____ a promotion, but he also got a salary increase.
A) he got / B) did he get / C) he did get

Question 23

I had my car _____ while I was at work yesterday.
A) wash / B) washed / C) to wash

Question 24

It's high time you _____ a vacation; you look very stressed.
A) take / B) took / C) have taken

Question 25

_____ you need any further information, please contact HR.
A) Should / B) Were / C) Had

LIVEWORKSHEETS

SECTION 2: VOCABULARY (25 Questions)

PART 1: SYNONYMS

Q	Word	Options
1	**Vacant**	A) Busy / B) Empty / C) Full
2	**Reliable**	A) Weak / B) Dependable / C) Fast
3	**Annual**	A) Monthly / B) Yearly / C) Weekly
4	**Resign**	A) Quit / B) Join / C) Hire
5	**Brief**	A) Long / B) Short / C) Hard

PART 2: DEFINITIONS

Match each word with its correct definition. **Options:** A – The journey to work. | B – A person learning a job. | C – Money paid monthly for work. | D – A move to a higher position. | E – The final time to finish something.

Q	Word	Definition
6	**Salary**	_____
7	**Deadline**	_____
8	**Commute**	_____
9	**Promotion**	_____
10	**Trainee**	_____

PART 3: COLLOCATIONS

1. I need to _____ an appointment with the director. (A) do / B) make / C) get)
2. She _____ a living by working as a freelance designer. (A) wins / B) earns / C) gains)
3. It is important to _____ a good impression during an interview. (A) do / B) make / C) give)
4. He _____ a mistake in the financial calculations. (A) did / B) made / C) took)
5. Can you _____ me a hand with these heavy boxes? (A) give / B) make / C) do)

LIVEWORKSHEETS

SECTION 2: VOCABULARY (continued)

⇦ PART 4: WORD PAIRS (ANTONYMS/SYNONYMS)

Select the option that completes the word pair according to its relationship (opposites or similar).

Q	Word	Options
1	**Permanent** is the opposite of:	A) Fixed / B) Temporary / C) Stable
2	**Manual** is the opposite of:	A) Physical / B) Blue-collar / C) Automatic
3	**To Hire** is the opposite of:	A) To employ / B) To fire / C) To recruit
4	**Skilled** is similar in meaning to:	A) Expert / B) Beginner / C) Lazy
5	**Stressful** is the opposite of:	A) Tense / B) Relaxing / C) Busy

PART 5: WORDS IN CONTEXT

Select the word that best fits the sentence according to the professional context.

1. I need to _____ my CV before applying for the new position. A) update / B) upload / C) upstage
2. The company offers a great _____ package, including health insurance. A) benefits / B) gifts / C) winnings
3. Most employees prefer a _____ schedule that allows them to start later. A) flexible / B) broken / C) loose
4. She has a very high _____ because she manages a large team. A) workload / B) weight / C) heavy
5. We are having a _____ session tomorrow to think of new marketing ideas. A) brainstorming / B) storming / C) minding

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SECTION 3: READING (Work & Lifestyle)

PART 1: BLOG POST (SENTENCE COMPREHENSION)

I've been (1)_____ from home for six months now. At first, it was difficult to (2)_____ focused, but now I love it. I (3)_____ have to spend two hours on a train every day. If you (4)_____ the chance to work remotely, you should definitely (5)_____ it.

Gap (1)

A) working / B) work / C) worked

Gap (2)

A) stay / B) be / C) get

Gap (3)

A) no longer / B) any more / C) never

Gap (4)

A) have / B) will have / C) had

Gap (5)

A) try / B) trying / C) tried

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Part 2: Text Cohesion (Ordering)

Order the sentences (B–F). Sentence A is the first.

Text 1: My First Day at Work

A) My first day at the new marketing agency was quite nerve-wracking.

B) By the end of the day, I felt much more confident and happy.

C) However, I realised I didn't know how to log into the company system.

D) First, I was introduced to all the team members in the main office.

E) Luckily, a friendly colleague helped me set up my password immediately.

F) Then, my manager showed me my desk and gave me my new laptop.

Text 2: The Evolution of Remote Work

A) A few years ago, most professional people travelled to an office every single morning.

B) Consequently, many companies have decided to close their expensive city-centre headquarters.

C) This traditional routine changed abruptly due to global events and new technology.

D) Now, employees often prefer the flexibility of working from their own homes.

E) Initially, managers were worried that staff would be less productive outside the office.

F) On the contrary, studies showed that people actually worked longer hours when remote.

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Part 3: Opinion Matching

Four texts of +75 words about **"The 4-Day Work Week"**.

Person A – Mark

I think a shorter work week is the future. I've noticed that when I have a three-day weekend, I return to work on Monday feeling much more creative. Employees are not robots; we need rest to perform well.

Person B – Sarah

I'm worried about the workload. If we work only four days, we will have to cram 40 hours of tasks into 32 hours. This will lead to more stress during the day and fewer breaks for the staff.

Person C – David

As a business owner, I care about results. My team tried the 4-day week and productivity actually went up! People wasted less time on social media and focused more on their primary objectives.

Person D – Linda

It sounds great, but it's not for every industry. In a hospital or a police station, you can't just close for an extra day. We need to find a way to make it fair for all types of workers.

Which person...

1. Mentions that productivity improved in their company? _____
2. Worries that workers will have to work too fast or without breaks? _____
3. Believes that extra rest leads to more creativity? _____
4. Points out that some jobs cannot easily change their schedule? _____

LIVEWORKSHEETS

PART 4: Headings

Read the following text about **"The Evolution of the Modern Workplace"**. Match the paragraphs (A–G) with the correct heading (1–8). There is one heading you must **not** use.

Headings (1–8)

1. **The Rise of Co-working Spaces**
2. **Impact on Mental Well-being**
3. **Traditional Office Origins**
4. **Technological Integration in Meetings**
5. **The Future of Urban Architecture**
6. **The Productivity Debate**
7. **Environmental Benefits of Remote Work**
8. **Flexibility and Work-Life Balance**

Match each paragraph:

A) Historically, the concept of a dedicated office space emerged during the industrial revolution. Large companies needed centralised locations where clerks and managers could oversee paper records and coordinate manufacturing activities. These early offices were often rigid, with rows of desks and strict hierarchies, establishing a routine that lasted for over a century. **(__)**

B) In the last decade, there has been a significant shift toward "Activity-Based Working." Instead of having a fixed desk, employees choose where to work based on their task. For instance, they might use a quiet zone for deep focus or a vibrant lounge for brainstorming. This freedom allows individuals to manage their professional responsibilities around their personal energy levels. **(__)**

C) One of the most unexpected consequences of the move away from centralised offices has been the reduction in carbon emissions. With fewer people commuting by car or train every morning, air quality in major cities has improved. Additionally, large office buildings consume vast amounts of electricity for heating and lighting, much of which is saved when staff work from home. **(__)**

D) As companies become more global, the way team members communicate has been transformed by digital tools. Virtual reality and high-definition video conferencing now allow people from different continents to interact as if they were in the same room. This eliminates the need for expensive and time-consuming international travel, making business operations much faster. **(__)**

LIVEWORKSHEETS

PART 4: Headings (continued)

Continue matching paragraphs (E–G) with the correct heading (1–8). Remember: there is one heading you must **not** use.

Paragraph E (_)

While many praise the freedom of remote work, some experts warn about the disappearance of the boundary between professional and private life. Without a physical office to leave at the end of the day, many employees find themselves checking emails late at night. This "always-on" culture can lead to exhaustion and a feeling of isolation if not managed correctly.

Paragraph F (_)

For those who don't want to work from home but also want to avoid a long commute, a new solution has appeared. Shared office environments in local neighbourhoods offer a professional atmosphere and high-speed internet without the stress of travelling to the city centre. These hubs also foster networking opportunities between professionals from different industries.

Paragraph G (_)

There is a constant discussion among CEOs regarding whether employees truly work as hard when they are not being supervised in person. Some studies suggest that the lack of office distractions actually allows for better concentration. However, others argue that spontaneous collaboration and "water-cooler moments" are lost, which can slow down innovation in the long run.

Headings (1–8)

1. **The Rise of Co-working Spaces**
2. **Impact on Mental Well-being**
3. **Traditional Office Origins**
4. **Technological Integration in Meetings**
5. **The Future of Urban Architecture**
6. **The Productivity Debate**
7. **Environmental Benefits of Remote Work**
8. **Flexibility and Work-Life Balance**

Reminder: There is one heading that does not match any paragraph. Do not use it. Review all seven paragraphs (A–G) carefully before finalising your answers.

LIVEWORKSHEETS