

A. Translate the following expression into English: (2 pts. each: 22 total)

záviděníhodné postavení na trhu –
doprovázet nadřízeného na služební cestě –
omezení při poskytování poradenství –
zajistit přísnou kontrolu finančních výkazů –
být připodobňován svému soupeři –
zabránit auditorům v poskytování rad –
způsobit střet zájmů –
objektivní zpětná vazba o strategii podniku –
být odpovědný za přesnost informace –
mít negativní dopad na morálku zaměstnanců –
opatření zakazující firmám vytvářet dohody –

B. Write expressions the following definitions refer to: (2pts. each: 4 total)

- the use of advertising, design, and other methods to make people recognize and remember a particular product:
- an arrangement in which work is done by people from outside your company, usually by a company that is expert in that type of work:

C. Fill in the gaps with a suitable preposition if necessary: (1pt. each: 9 total)

to oppose _____ the first attempt _____ regulating the market
to carry _____ independent audits _____ financial situations
advice _____ financial matters
the effect the policy has _____ individuals
a special offer _____ electronic components
to put _____ the best options to choose _____

D. Rewrite the sentences so that they mean the same as the sentence above: (3pts. each: 12 total)

“Ok, we will give you the discount if you buy at least 10 pieces,” she said.

She agreed ...

“I wasn’t even here yesterday,” he claimed.

He claimed ...

“Are you going to discuss the matter at the board meeting tomorrow?” he asked.

He wanted ...

It was nearly midnight, but Paul continued to play the records loudly.

Despite...

Hilary returned home in the early hours of the morning and went straight to the office.

Although ...

E. Complete each sentence with a word made from the word given in brackets. (1pt. each. 4 total)

1. He is extremely _____ about business and finance. (**KNOW**)
2. They specialize in management _____. (**CONSULT**)
3. We were hired to _____ that the errors will not repeat. (**SURE**)
4. I hate being a _____ of bad news, but we will have to make some people redundant. (**MESSAGE**)
5. The company expects to increase their income through _____ of additional services. (**PROVIDE**)

F. Complete the sentences with the correct forms of the following verbs. (1pt. each: 4 total)

LIKEN – LOOK LIKE – THREATEN – DOWNSIZE – AUDIT – SET UP – RETAIL - EMERGE

1. We lost several orders of big firms and consequently had to _____ the number of staff.
2. The supplier _____ with legal action if we do not repay the outstanding bills.
3. The new car _____ for around a million crowns.
4. It is important to solve problems as soon as they _____.

G. Put the verb and other words in brackets into the correct forms. Add prepositions, particles or auxiliaries. (3pts. each sentence: 6 total)

1. Mike _____ (**OFFER, GIVE**) me a lift when I had told him I _____ (**HAVE TO, GET UP**) at 3 a.m. the next day _____ (**CATCH**) the plane.
2. The accountant _____ (**DENY, FALSIFY**) the statement deliberately. He admitted, however that he _____ (**BE AWARE**) the fact that the number _____ (**SEEM**) strange.

