

## Progress Test 3 (Units 7-9)

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Complete all seven sections. There are seventy marks in total.

### SECTION 1: VOCABULARY

**1 Complete each sentence (1-7) with one of the verbs and one of the nouns.**

VERBS: make, believe, take, got, prove, reach, overemphasise, be

NOUNS: settlement, accusations, risk, deal, action, innocence, importance

- 1 I think we've finally \_\_\_\_\_ a \_\_\_\_\_ and can sign an agreement tomorrow.
- 2 Either we settle out of court or we \_\_\_\_\_ legal \_\_\_\_\_.
- 3 Let's try to \_\_\_\_\_ a \_\_\_\_\_ and avoid a lawsuit.
- 4 He'll \_\_\_\_\_ all sorts of \_\_\_\_\_ against you once the trial starts.
- 5 Do you think you can \_\_\_\_\_ your \_\_\_\_\_ to the jury?
- 6 I really \_\_\_\_\_ in the \_\_\_\_\_ of protecting our brand.
- 7 I can't \_\_\_\_\_ the \_\_\_\_\_ to you. You could lose everything.

**2 Write in the missing prefixes or suffixes.**

- 8 The defend\_\_\_\_\_ is the person on trial in a court.
- 9 This new office desk is a huge improve\_\_\_\_\_ on my last one!
- 10 Trade\_\_\_\_\_ on the stock market were in a buoyant mood today.
- 11 We're a large \_\_\_\_\_ national with interests all over the world.
- 12 Don't \_\_\_\_\_ estimate the power of the media. One bad news report and a company can close tomorrow.
- 13 Our appointment was \_\_\_\_\_ arranged months ago.

### SECTION 2: LANGUAGE

**3 Underline the correct word(s).**

- 14 Our shares and bonds (was / were) hit hard by the collapse.
- 15 The problem (caused / was caused) as a result of a massive blunder.

- 16 The courts (might be convinced / might convince) if we can provide strong evidence.
- 17 The value of their shares (made/was made) everyone start to sell.
- 18 He was solely (responsible/responsibility) for the brand's success.
- 19 It was one of the (greater/greatest) performances I've seen this year.
- 20 Our market has been much more (aggressive/aggressively) since we brought in an agency.
- 21 Ordering is run (central/centrally) from our distribution centre in the midlands.
- 22 On no account (should you/you should) tell anyone what we've discussed today.
- 23 (Not only/What) did he lose all the money, but he also ended up in prison.

### SECTION 3: READING

**4 There are twelve sentences below that make three different texts. Match the sentences from the same reading and put them in the correct order. Write your answers here:**

First text:

24 \_\_\_\_\_

25 \_\_\_\_\_

26 \_\_\_\_\_

27 \_\_\_\_\_

Second text:

28 \_\_\_\_\_

29 \_\_\_\_\_

30 \_\_\_\_\_

31 \_\_\_\_\_

Third text:

32 \_\_\_\_\_

33 \_\_\_\_\_

34 \_\_\_\_\_

35 \_\_\_\_\_

- a) So any business planning on expanding overseas needs to look after its image
- b) The activities of all companies are subject to national and international laws,
- c) which means they are recognisable both at home and abroad.
- d) though it's also important to remember that they will also want a return.
- e) Every business starts out needing investment
- f) though in many cases such lawsuits are finally settled out of court.
- g) Global brands are able to cross cultural boundaries
- h) and may even employ a manager whose job it is to take care of it.
- i) which means that they might need to approach venture capitalists.
- j) These are people who will risk supporting the company financially
- k) Any businesses can be sued if they fail to respect their obligations
- l) which set down the rules under which they may operate at home and abroad.

#### SECTION 4: CAREER SKILLS

##### 5 Write in the missing prepositions.

- 36 That's \_\_\_\_\_ of the question.
- 37 I'll have to think that \_\_\_\_\_.
- 38 Let's work \_\_\_\_\_ this together.
- 39 We're all working \_\_\_\_\_ the same thing.
- 40 Forget \_\_\_\_\_ that.

## SECTION 5: WRITING

**6 At a recent meeting, the project team brainstormed the following ideas for setting up a new ethical fund:**

- *establish a list of ethical companies to propose to clients*
- *hold press conference about our new socially responsible investment product*
- *come up with criteria to evaluate companies according to financial, social and environmental performance*

**7 Write up these ideas into the memo below for managers. Add in any extra information such as times and dates and invite any interested managers to the next meeting. There are two marks per sentence.**

(41) To: \_\_\_\_\_

From: The project team

Subject: Plan of action for new service.

(42/43) Further to our meeting to \_\_\_\_\_

here is a report on what was decided:

(44) First of all, it was decided \_\_\_\_\_

(45) Secondly, it was also \_\_\_\_\_

(46) Finally, the team planned \_\_\_\_\_

(47/48) The next meeting to finalise the criteria will be held \_\_\_\_\_

(49/50) Please note that any managers who are interested in contributing \_\_\_\_\_

We look forward to seeing you there.

## SECTION 6: LISTENING

Track 4

**8 Read the questions below and listen to an interview with a manager. Answer the questions with short answers. Listen twice.**

51 What was the manager's old job?

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52 What does a company need to separate and distinguish itself from all others?

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53 When you have a face, what do you own?

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54 Corporate or brand identity should be a visual statement about who and what the company is and what else?

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55 What is the key contributor?

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56 If there aren't competitors in the market, what might not matter?

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57 What are three things that might be checked in a visual audit?

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58 Is the company name more or less important than the brands they sell?

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59 What don't people remember when buying products?

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60 If a company does something wrong, what is affected?

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## SECTION 7: SPEAKING



(61-70)

**9 Give a short talk to your teacher about the five investments in the Speaking section on page 78 (Unit 9) of the Coursebook titled ‘What kind of risk taker are you?’. Assess each investment and explain why you would or wouldn’t consider investing part or all of your \$100,000.**

Your teacher will mark your talk using this scorecard. The teacher circles 1 mark if a student includes the area and circles 2 marks for an accurate and effective assessment of the risk. There is a maximum of ten marks.

The student assessed:

- the guaranteed bond paying 2% interest a year	1	2
- the junk bond	1	2
- the blue-chip shares	1	2
- the high-tech company shares	1	2
- the new business venture	1	2