

Unit Test 14

Answer all thirty questions. There is one mark per question.

LANGUAGE

1 Rewrite the two sentences as one sentence using the words given in brackets.

1 They want to attract foreign investment. They need to employ an export manager.(in order to)

2 The survey was useful. The survey was conducted over two years.(which)

3 We interviewed ten people. We found the right person.(after)

4 They'll agree. We only sell to them.(as long as)

5 He says language training is important. He's cut the budget for classes.(despite)

6 We're losing staff. We're asking them to work longer hours for less money.(and as a result)

7 You've done so well. We want to give you a bonus.(since)

VOCABULARY

2 Complete with prepositions.

8 I work as a sales assistant and I report _____ my sales manager.

9 Can we concentrate _____ this point for the time being?

10 These regulations comply _____ new government law.

11 It's resulted _____ a downturn.

12 I simply can't relate _____ what you're saying.

- 13 How did she react _____ what you said?
- 14 As a result _____ these changes, we'll be asking you to move jobs.

3 Change the form of these words and complete the sentences. Add prefixes and suffixes where necessary.

literate / manipulate / decision / short-sighted / instruct / train / delegate / special / use / manage

- 15 The company's mistake was due to _____. They never planned for the future.
- 16 A well-known _____ designed this course.
- 17 There are ten _____ on the course and the _____ is an expert in communication skills.
- 18 The course uses example from classical _____ to illustrate business problems.
- 19 The conference _____ from Japan have just arrived.
- 20 Make up your mind! We don't have time for any _____.
- 21 The play is about _____ and how to control people.
- 22 We've been in the _____ training business for over twenty years.
- 23 This course is for computer-_____ with a basic-working knowledge of Java.

CAREER SKILLS

4 Write the verb in brackets in the appropriate form.

- 24 Come on. You _____ (have got) to do better than that.
- 25 We _____ (be) all in this together.
- 26 This is the last chance I _____ (give) you.
- 27 What I _____ (offer) is an additional commission to whoever...
- 28 I _____ (go) to let you handle this.
- 29 If you get the business, you _____ (get) the bonus.
- 30 Would you like _____ (take) full responsibility for this?