

## Unit Test 5 Answer Key

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### **Vocabulary: Employment trends**

1 service / 2 tenure / 3 wage / 4 mobile / 5 power / 6 stability / 7 manual / 8 management / 9 perks / 10 promotion / 11 atmosphere / 12 teleworking

### **Language Review: Linkers and inversion for emphasis**

13 Not only have I lost my job but I also know the person who took it.

14 Only when you prove yourself do you get a pay rise.

15 Rarely have I worked harder.

16 On no account should you press delete.

17 Despite growth this year, we still haven't returned to the levels of two years ago.

18 As a result of factory closures in this area, many people are moving away.

### **Business Skills: Resolving conflict**

19 e / 20 c / 21 f / 22 a / 23 g / 24 b / 25 d / 26 h

### **Business Skills: Direct emails**

27 I'd be grateful if you could send me the report as soon as possible.

28 Please find attached a copy of the report.

29 I'm sorry but I've been rather busy.

30 I look forward to receiving your comments in the near future.