

REVIEW TEST

PJI1A

Intelligent Business: Unit 3 – Teamworking

Name:			
Teacher:		TOTAL (60 points to pass)	MARK
Number of points (max. 100 points)			
I. Listening:		III. Grammar:	
II. Vocabulary:		IV. Translation:	

I. Listening: (max. 20 points) points

II. Vocabulary: (max. 34 points) points

A. Translate the following expressions into English: (2 points each)

přesná (jednoznačná) zpětná vazba ohledně současných projektů – _____

pozorování typů osobností zakořeněná v 60. letech – _____

pořádat schůze, aby se sdílely informace – _____

věnovat řádnou pozornost zavádění řešení do praxe – _____

překážka značně ovlivňující naše školení – _____

zadat další kroky nově přijatým zaměstnancům (1 slovo) – _____

poskytovat týmu pravidelné aktualizace a zdroje informací – _____

chválit a podporovat pracovníky za práci přesčas – _____

B. Write expressions the following definitions refer to: (2 points each)

1. a person who helps somebody or a group of people to do something more easily or reach an agreement about something by discussing problems, giving advice, etc. rather than by telling them what to do:

2. to organize all the different parts of something to ensure an effective operation:

C. Complete the sentence with one of the following phrases; translate the selected phrase into Czech. (2 points each)

**PROPOSAL, MORALE, SPIRIT, OUTCOME,
AGENDA, EGG-TIMER, POLICY, VENUE**

1. We've been very successful recently so the team's _____ is very high.

In Czech: _____

2. "Before starting the meeting, Bill, can you review the _____ first?"

In Czech: _____

3. I'm afraid this hotel is not a good _____ for our purpose.

In Czech: _____

D. Complete the sentences with correct forms of the following verbs; some verbs are not used: (1 point each)

**REFUSE – AGREE – REFLECT – COME UP WITH
RESEARCH – ADVOCATE – TAKE ON – CONDUCT**

1. Jack _____ developing a completely new strategy at the last meeting.

2. Unfortunately I can't _____ on your proposal because I won't be here.

3. We _____ the idea of holding store meetings for more than a year.

4. Team members _____ a series of personality tests a month ago.

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

1. Our laboratory wants to carry out a new _____ study.
(**BENCH**)

2. The _____ employees will get a special bonus this year.
(**FORTUNE**)

3. It's our _____ to recommend the best solution.
(**OBLIGE**)

4. They have the knowledge and _____ to help you with your team-building. (**EXPERT**)

III. Grammar: (max. 30 points)

points

A. Fill in the gaps with a suitable preposition or adverbial, if necessary: (1 point each)

1. This incentive has presented me _____ an opportunity to find more information.
2. I like working in a team – a small one _____ particular.
3. Have you given us updates _____ the progress of your latest project?
4. Meetings hardly achieve what they are set _____ to do.
5. The company will invest _____ the production of laptop computers.
6. I'm not going to do this work _____ these circumstances!

B. Rewrite the sentences so that they mean the same as the sentence above. (3 points each)

1. Helen is short-sighted. She left her glasses at school and therefore she didn't see you.
Helen _____ you as she didn't have her glasses.
2. Maggie wanted to come to the party but her parents didn't let her go.
Maggie _____ to the party.
3. It was my choice to decide whether to eat the food or not. And I ate it.
I _____ the food.

C. Fill the gaps with the correct form of the **VERBS** and other words in brackets:: (1 point each)

We've been preparing for the new competitor hard so I think we _____
(**SHOULD, SUCCEED**) when they start their operation here. It's true that it wasn't
necessary to hire new staff and also, we _____ (**NEEDN'T,**
INTRODUCE) the three-shift system. But we said to ourselves: "We _____
_____ (**MUSTN'T, UNDERESTIMATE**) the new company!" and I
think we didn't. We _____ (**MIGHT, even, EXPAND**) to
other countries in the future to become stronger but in my opinion we _____
_____ (**NEEDN'T, DO**) it this year. Unfortunately, we _____
_____ (**HAVE TO, DISMISS**) some office workers soon. Probably we
_____ (**MIGHT, TELL**) them before that their positions are not
certain I guess. But we _____ (**CAN, OFFER**) them really
good leaving conditions! They _____ (**MIGHT, BE**
ABLE, GET) some paid days off too.

D. Choose suitable words or phrases that can complete each sentence. The number of correct answers is **0 – 4**.
(2 points each)

1. _____ listening to our conversation?
A: Should they have been
C: Ought to have they been
B: Ought they to have been
D: Should have they been
2. I'm sorry but I _____ a year ago that the demand would be so high!
A: cannot know
C: can't have known
B: couldn't have known
D: can have known
3. My subordinates _____ leave their workplace now.
A: are not allowed to
C: can't
B: are not able to
D: mustn't

IV. Translation: (max. 16 points)

points

Translate the following sentences into English: (8 points each)

Musím připustit, že naše společné rozhodnutí nebude předloženo vedení firmy, protože by určitě odmítli prodloužit konečný termín, a všechny důvěrné záležitosti, které hrají klíčovou roli v našem výzkumu, by byly prozrazeny.

Nášemu týmu nemohl dominovat úspěch závisející pouze na vhodném rozhodovacím procesu, výkonném předsedajícím, kladném přístupu k zadaným úkolům a nepřítomnosti problémových členů naší skupiny!