

A. Figure out expressions the following definitions refer to:

- the person in an organization who is responsible for the computer systems and technology
- the work of keeping an accurate record of the accounts of a business
- the business of buying and selling shares in companies and the place where this happens
- a computer network that is private to a company or an organization but is connected to and uses the same software as the Internet

B. Complete the sentences with correct forms of the following verbs; some verbs are not used:

GATHER, ACCESS, BRIEF, ENHANCE, ESTIMATE, EMPHASISE, ALERT, POSSESS, TRUST, RESERVE

1. The company _____ the right to check the way employees use the Internet and email.
2. This is an opportunity _____ the reputation of the company.
3. The director has _____ what questions to expect.
4. She _____ that their plan would mean sacrifices and hard work.
5. Your electronic ID is needed _____ your email account.

C. Complete each sentence with a word made from the word given in brackets.

1. She has been given a tough _____. (ASSIGN)
2. Including pension contributions, his total _____ for the year was €52 000. (REMUNERATE)
3. The system is able to react _____ to changes in their business. (INSTANT)
4. He found it difficult to hide his _____ when she didn't arrive. (DISAPPOINT)
5. Accurate _____ is very important in science. (MEASURE)

D. Fill in the gaps with a suitable preposition or adverbial, if necessary:

1. We have to keep our eye ___ what goes on.
2. We do not take these risks ___ consideration.
3. We employ an expert to advise ___ new technology.
4. Have you discussed ___ the problem with anyone?
5. It is obligatory ___ employees to wear protective clothing.

E. Translate the following expressions into English:

1. obvinít někoho z prozrazení citlivých informací –
2. využít dostupné informace k nabídce služeb –
3. zvýšit marži pro velkoobchodníky –
4. přetížit stránku a učinit ji zranitelnou –
5. sledovat činnost zaměstnanců –
6. zhoršení pověsti firmy –
7. být si vědom bezpečnostních rizik –
8. urychlit celý proces a ušetřit spoustu peněz –
9. neuvěřitelně rychlé zavedení intranetu –
10. zdráhavě připustit chybu –