

CREDIT TEST

PJI1A

model test

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

I. Listening: (max. 20 points)

points

A. Listen to the conversation and choose the correct answer from the following points: (2 points each)

Double-click the icon to play the listening exercise:



Listening

- What is the vacant position available in Patagonia?
A: Outdoor Clothing Associate
B: Public Affairs Associate
C: Public Relations Assistant
- What must candidates have?
A: Experience with the press and Public Relations
B: Instructor in all outdoor sports
C: some basic German
- When will job interviews take place?
A: Before the last week of February
B: During the last week of February
C: After the last week of February
- Which is correct?
A: The candidate has family in Munich & the job will be based in Munich.
B: The candidate has family near Munich & the job will be based near Munich.
C: The candidate has family near Munich & the job will be based in Munich.
- How much does the job pay?
A: € 35000 - €40000, depending on experience
B: The candidate doesn't know, but she's applying anyway.
C: The employers will definitely tell her on the interview.

B. Complete the sentences using the correct words from the listening script: (1 point each)

Fiona Scott said that she had found a (1) _____ (2) _____
(3) _____ in the (4) _____ the (5, 6) _____
_____.

The job is just what she (7, 8) _____. It's for a
(9) _____ company called (10) _____.

II. Vocabulary: (max. 34 points)

points

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

- předvídané převzetí závodu – _____
splnit zadané cíle včas – _____
zavádět řešení do praxe – _____
být spokojen s odměňováním – _____
nasycení trhu novinkami (*tzn. novými výrobky*) – _____
úmysl prodloužit záruku – _____
inzerovat v době nejvyšší sledovanosti – _____
urovnání soudního sporu mimosoudně – _____

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

- a list of topics to be discussed at a meeting:
- a feature of a product or service that makes it different from all others:

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

**CORPORATE PARTNERSHIP, CONGLOMERATE, PROGRESS UPDATE,
FASHION STATEMENT, CONTINGENCY PLAN, DOT-COM BOOM**

- The mobile phone nowadays is not just a device we use, it is a _____
_____ too.
In Czech: _____
- It is advisable to develop a _____ in case things go wrong.
In Czech: _____
- The two companies formed a _____ to carry out
the S12W project.
In Czech: _____

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

**IMPOSE – BREAK OUT – BOAST – ACCESS
BARGAIN – PUT FORWARD – ACCUSE – AVOID**

1. We are sorry to announce that the supplier failed to _____ the quotation in due time.
2. You must protect sensitive information to _____ any possible interference.
3. The fact that people _____ the intranet more and more frequently makes it grow.
4. If they _____ him of default, he will use all his strength and contacts to prove innocent.

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

1. The project was _____ prepared, so the failure was inevitable. (**SUFFICIENT**)
2. According to Fortune, Exxon Mobil is the most _____ company on the planet this year. (**PROFIT**)
3. The new process implemented by the CEO dramatically increased the _____ of the team. (**PERFORM**)
4. The manufacturers found a fault and carried out a voluntary product _____. (**WITHDRAW**)

III. Grammar: (max. 30 points)

points

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

1. CEO stands _____ Chief Executive Officer.
2. Now it is a bad time to invest _____ stocks.
3. A committee has been set _____ to investigate the problem.
4. Why do companies spend large amounts of money _____ advertising?
5. We had some problems with our computer system but they've been sorted _____ now.
6. Small businesses have benefited _____ the changes in the law.

B. Rewrite the sentences so that they mean the same as the sentence above. (2 points each)

1. They may have notified him before the invoice arrived.
He _____ before the invoice arrived.
2. She made a mistake when she resigned from the board. (use a modal verb)
She _____ from the board.
3. How could you pay the invoice without checking it first?
I don't understand _____.
4. BBC is a very trustworthy and traditional institution. Its MD resigned last week. (relative clause)
BBC _____.

C. Put the **VERBS** and other words in brackets into their correct forms, add prepositions, particles or auxiliary verbs if necessary. You may need to use the passive forms of the verbs: (10 points total)

1. I would _____ (**ADVISE**, they, **ENLARGE**) their distribution network and _____ (**INVEST**, **PROMOTE**) new brand.
2. That _____ (**SUIT**, I) fine, actually, because I'm going _____ (**NEED**, you, **COVER**) me at the end of the month.
3. You will _____ (**GIVE**) full support and you'd _____ (able, **CHOOSE**) the people you _____ (**WANT**, **WORK**) with.

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

1. These are the colleagues _____.
A: I went to the conference with B: with which I went to the conference
C: with whom I went to the conference D: with I went to the conference
2. We look forward to _____.
A: talk to you soon B: seeing you again
C: start working again D: your team's visit
3. Edinburgh is _____.
A: the second largest financial centre in the UK B: an ideal location for students
C: a lively modern city D: the capital of Scotland

IV. Translation: (max. 16 points)

points

Translate the following sentences into English:

Časově efektivní porady vyžadují přípravu programu tím, kdo schůzi řídí, a také uvědomění si, že zúčastnění mají na práci i jiné věci než být na schůzi. Proto je důležité soustředit se pouze na hlavní body, jako je např. fúze společnosti nebo její převzetí konkurentem. Úspěšné schůze vedené schopným předsedou můžou také podporovat týmového ducha a často přispívají k rychlému řešení zadaných úkolů a dodržování termínů, takže celá skupina snadněji splní společný cíl.

CREDIT TEST – KEY

PJI1A model test

I. Listening: (max. 20 points)

points

A. Listen to the conversation and choose the correct answer from the following points: (2 points each)

1. What is the vacant position available in Patagonia?

- A: Outdoor Clothing Associate
B: Public Affairs Associate
C: Public Relations Assistant

2. What must candidates have?

- A: Experience with the press and Public Relations**
B: Instructor in all outdoor sports
C: some basic German

3. When will job interviews take place?

- A: Before the last week of February
B: During the last week of February
C: After the last week of February

4. Which is correct?

- A: The candidate has family in Munich & the job will be based in Munich.**
B: The candidate has family near Munich & the job will be based near Munich.
C: The candidate has family near Munich & the job will be based in Munich.

5. How much does the job pay?

- A: € 35000 - €40000, depending on experience
B: The candidate doesn't know, but she's applying anyway.
C: The employers will definitely tell her on the interview.

B. Complete the sentences using the correct words from the listening script: (1 point each)

Fiona Scott said that she had found a (1) **great** (2) **new** (3) **job** in the (4) **newspapers** the (5, 6) **other day**.

The job is just what she (7, 8) **always wanted**. It's for a (9) **Californian** company called (10) **Patagonia**.

II. Vocabulary: (max. 34 points)

points

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

předvídané převzetí závodu – **predicted / forecast takeover of a plant**

splnit zadané cíle včas – **to meet / accomplish the objectives set on time**

zavádět řešení do praxe – **to put / implement solutions into practice**

být spokojen s odměňováním – **to be satisfied with remuneration**

nasycení trhu novinkami (tzn. novými výrobky) – **saturation of the market with novelties**

úmysl prodloužit záruku – **an intention to extend the guarantee / warranty**

inzerovat v době nejvyšší sledovanosti – **to advertise in peak viewing times**

urovnání soudního sporu mimosoudně – **settlement of a lawsuit out of court**

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

1. a list of topics to be discussed at a meeting:

agenda

2. a feature of a product or service that makes it different from all others:

unique selling feature

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

**CORPORATE PARTNERSHIP, CONGLOMERATE, PROGRESS UPDATE,
FASHION STATEMENT, CONTINGENCY PLAN, DOT-COM BOOM**

1. The mobile phone nowadays is not just a device we use, it is a **fashion statement** too.

In Czech: **módní vyjádření / postoj**

2. It is advisable to develop a **contingency plan** in case things go wrong.

In Czech: **záložní plán / plán pro mimořádné události**

3. The two companies formed a **corporate partnership** to carry out the S12W project.

In Czech: **obchodní spojení / partnerství**

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

**IMPOSE – BREAK OUT – BOAST – ACCESS
BARGAIN – PUT FORWARD – ACCUSE – AVOID**

1. We are sorry to announce that the supplier failed to **put forward** the quotation in due time.

2. You must protect sensitive information to **avoid** any possible interference.

3. The fact that people **access** the intranet more and more frequently makes it grow.

4. If they **accuse** him of default, he will use all his strength and contacts to prove innocent.

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

1. The project was **insufficiently** prepared, so the failure was inevitable. (**SUFFICIENT**)
2. According to Fortune, Exxon Mobil is the most **profitable** company on the planet this year. (**PROFIT**)
3. The new process implemented by the CEO dramatically increased the **performance** of the team. (**PERFORM**)
4. The manufacturers found a fault and carried out a voluntary product **withdrawal**. (**WITHDRAW**)

III. Grammar: (max. 30 points)

points

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

1. CEO stands **for** Chief Executive Officer.
2. Now it is a bad time to invest **in** stocks.
3. A committee has been set **up** to investigate the problem.
4. Why do companies spend large amounts of money **on** advertising?
5. We had some problems with our computer system but they've been sorted **out** now.
6. Small businesses have benefited **from** the changes in the law.

B. Rewrite the sentences so that they mean the same as the sentence above. (2 points each)

1. They may have notified him before the invoice arrived.
He **may have been notified** before the invoice arrived.
2. She made a mistake when she resigned from the board. (use a modal verb)
She **shouldn't have resigned** from the board.
3. How could you pay the invoice without checking it first?
I don't understand **how you could pay the invoice without checking it first**.
4. BBC is a very trustworthy and traditional institution. Its MD resigned last week. (relative clause)
BBC, **whose MD resigned last week, is a very trustworthy and traditional institution**.

C. Put the **verbs** and other words in brackets into their correct forms, add prepositions, particles or auxiliary verbs if necessary. You may need to use the passive forms of the verbs: (10 points total)

1. I would **advise them to enlarge** (2 pts) their distribution network and **invest in promoting** (2 pts) new brand.
2. That **suits me** (1 pt) fine, actually, because I'm going **to need you to cover for** (2 pts) me at the end of the month.
3. You will **be given** (1 pt) full support and you'd **be able to choose** (1 pt) the people you **want to work** (1 pt) with.

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

1. These are the colleagues _____.
A: I went to the conference with B: with which I went to the conference
C: with whom I went to the conference D: with I went to the conference
2. We look forward to _____.
A: talk to you soon **B: seeing you again**
C: start working again **D: your team's visit**
3. Edinburgh is _____.
A: the second largest financial centre in the UK **B: an ideal location for students**
C: a lively modern city **D: the capital of Scotland**

IV. Translation: (max. 16 points)

points

Translate the following sentences into English:

Časově efektivní porady vyžadují přípravu programu tím, kdo schůzi řídí, a také uvědomění si, že zúčastnění mají na práci i jiné věci než být na schůzi. Proto je důležité soustředit se pouze na hlavní body, jako je např. fúze společnosti nebo její převzetí konkurentem. Úspěšné schůze vedené schopným předsedou můžou také podporovat týmového ducha a často přispívají k rychlému řešení zadaných úkolů a dodržování termínů, takže celá skupina snadněji splní společný cíl.

Time-efficient meetings require preparation of the agenda by the person who conducts the meeting and also realizing that the participants have other things to do besides attending the meeting. Therefore/That is why it is important to concentrate only on main points/items, such as merger of the company or its takeover/acquisition by a competitor. Successful meetings led/chaired by a capable chairperson can also support/encourage the team spirit and they often/frequently contribute to a quick/fast solution of assigned/set tasks and keeping deadlines so the whole group will accomplish the common goal more easily.