

Progress Test 2 (Units 4-6)

Complete all seven sections. There are seventy marks in total.

SECTION 1: VOCABULARY

1 Match words from A and B and complete sentences 1-8.

| A | B |
|---|--|
| product / growth / public / product / advertising / chief / publicity / profit | campaign / technology / relations / margins / market / placements / demonstrations / material |

- Our next _____ will be the most expensive yet with two famous actors appearing and coverage on TV and in magazines.
- A CTO, or _____ officer, is the manager with the most authority concerning technology.
- We organise weekly, live _____ of our new range in shops for the general public.
- As a _____ officer, it's my job to talk to the press and attend to conferences to network with the industry.
- A recent James Bond movie had, reportedly, over one hundred _____ including cars, watches and bikinis. I only noticed two though.
- With an increasing number of manufacturers chasing fewer customers, many companies have dropped their prices and seen _____ shrink.
- For the last ten years, telecommunications has been seen as *the* _____. No other area has seen the same continuing demand.
- I hate all the _____ that comes through my letter box everyday. I never read it!

2 Write in the missing vowels in these collocations.

- What we aim to do is for the new posters to pr_j_ct an _m_g_ of youth and vitality.
- This TV commercial will t_rg_t the over-sixties __d__nc__.
- Can we r_n the _dv_rt in your paper over two weeks?

- 12 Ronaldo has agreed to nd_rs_ the pr_d_ct at every match for the next two years.
- 13 It's quicker to s_lv_pr_bl_ms now that managers can analyse developments in real time.

SECTION 2: LANGUAGE

3 Delete the extra word in each sentence.

- 14 You don't know what caused the crash, do you not?
- 15 Did were you satisfied with the remuneration package you received?
- 16 How much briefed were you about the presentations you attended?
- 17 Are you getting what do you need?
- 18 The talk, which will still begin at three, that is now in the Savoy room.
- 19 Nanotechnology, which who was invented by Eric Drexler, is the next great change affecting everyone's lives.
- 20 The new generation of phones, which offering even more features, will cost only a little more.
- 21 We expect market share to keeping grow steadily this year.
- 22 It's a highly effective way of to reaching a new type of customer.

SECTION 3: READING

4 Parts of sentences a-j below are missing from the text about new products. Write in the letter to complete the description.

- a) Always keen to keep one foot forward
- b) Now that's future planning
- c) which are being installed as part of a pilot project
- d) Meanwhile
- e) Spring is the season of motor shows
- f) as well as its obvious portability
- g) but travelling at a maximum forty kilometres per hour
- h) However
- i) to changing weather conditions

j) And finally

ROUND-UP OF THE LATEST IN GADGETS AND TECHNOLOGY

This week saw the introduction of new machines in hotel lobbies and public places. The machines, (23) _____, dispense cigarette lighter sized hard drives containing digital recordings of films, which are easy to upload onto a computer and watch in the comfort of your room.

(24) _____, Adidas continues to work on a new battery-powered shoe which is being designed to react, with the help of a microprocessor and electric motor,

(25) _____.

(26) _____, the latest race to create a digital pen is being fought with one from Microsoft which has the flexibility to write on paper as well as electronic documents. One of the many key benefits to users, (27) _____, will be its ability to upload pen-written documents directly onto their computers.

(28) _____. And the first of many opened in Tokyo with green issues taking centre stage. Car companies looking to the future demands of a more environmentally-minded customer presented a variety of new prototype engines. One of the latest on display combined enhanced fuel efficiency with electric power, (29) _____ it still has a long way to go!

(30) _____, mobile phones – as always – continue to lead the way in gadgetry. Virtually the moment a new mobile phone hits the market it becomes outdated with what follows.

(31) _____, a new model includes extra buttons that do nothing – yet. The idea is that future downloads will be available to increase the abilities of the phone and make use of the dormant keys. (32) _____!

SECTION 4: CAREER SKILLS

5 Two people are discussing a project and a problem with a member of staff. Write in these missing verbs in the appropriate form.

approach / make / cut / arrange / know / turn out / involve / move on / happen / get on

A Guess what (33) _____ next? He rang up and said he wasn't coming after all.

At that very moment his wife is on the other phone asking to speak to him. So it

(34) _____ he wasn't at work that day and he wasn't at home. Anyway to

(35) _____ a long story short it's the third time he's been off this month. So I

have two problems. The project (36) _____ someone with expertise in this type of software which he has, but I obviously can't rely on him. And the second problem is how to

(37) _____ the problem of his absences.

B: How about (38) _____ to meet him when he's back? Say to him: 'Don't you realise how important this project is?' Maybe there's something wrong at home.

A: OK. I'll try that. But do you (39) _____ who I could ask for help with the software instead of him.

B: Probably the best way is to (40) _____ to IT and see if they have anyone they recommend. Can you (41) _____ that a priority?

A: Sure.

B: OK. Shall we (42) _____ to the next question of the budget?

SECTION 5: WRITING

6 A member of the Human Resources Department has written a letter to accompany a questionnaire being sent to all executives returning from overseas assignments. The letter has been written too informally. Re-write the sentences to be more formal. See the first example. There are 2 marks per sentence.

Hi there!

Dear Colleague

(43/44) It's about your trip abroad.

(45/46) It would be good if you'd fill in the questionnaire with this letter.

(47/48) We want the information to help with future similar assignments.

(49/50) Return the questionnaire by Friday 3rd.

(51/52) Thanks. I can't wait to get your replies.

SECTION 6: LISTENING

Track 3

7 Read these statements. Listen and mark the statements true (T) or false (F) according to the speaker. Listen twice.

- 53 Business intelligence is a legal way to get information about something, for example a business or another competitor. (_____)
- 54 Industrial espionage is when you steal information electronically. (_____)
- 55 Businesses can protect their information in two ways. (_____)
- 56 Sometimes companies don't even know if the information has been taken, in the case of information systems. (_____)
- 57 The speaker advises companies to not trust employees. (_____)
- 58 The speaker thinks companies have good reason to watch the activities of their employees. (_____)
- 59 In one case, the speaker installed electronic devices to record employees' conversations and to monitor their meetings. (_____)
- 60 The full security review didn't take place during the week because too many people would be in the office. (_____)

SECTION 7: SPEAKING

(61-70)

8 Give a short talk to your teacher about a project you have worked on (or a project that you are currently involved in). You may wish to use visual aids to clarify points.

You will need to describe

- the objectives of the project
- how these objectives were to be achieved (the methods)
- the key people and departments involved
- your personal involvement
- the final outcome(s) of the project

Your teacher will mark the talk using this scorecard. The teacher circles 1 mark if a student includes the area and circles 2 marks for communicating it accurately and effectively. There is a maximum of ten marks.

The student described:

| | | |
|---|---|---|
| the objectives of the project | 1 | 2 |
| how the objectives were to be achieved | 1 | 2 |
| the key people and departments involved | 1 | 2 |
| his/her personal involvement | 1 | 2 |
| the final outcome(s) of the project | 1 | 2 |