**MOCK EXAM**

***Business English***

FIRST NAME

SURNAME

ACADEMIC YEAR

COURSE

**LANGUAGE AND GRAMMAR FOCUS - PART 1**

1. **Complete the sentences using the correct form of the future tense.**
2. I am sure our company (go) public by the end of the year.
3. The IPO (go) ahead despite rumours of the contrary.
4. I will check the details again before I (file) the application.
5. As soon as I (hear) from you, I (get) in touch with the auditors.
6. **Rewrite the underlined phrases keeping the same meaning. Use the modal verbs *might, can, must* and *should.***
7. It is essential that you attend the meeting.
8. It is vital that team members work closely together.
9. It is not very good idea for you to work through lunch.
10. No one has turned up- I do not think Mark has reminded them about the meeting.
11. **Put the following sentences in the passive form.**

1.The milkman brings the milk to my door but the postman leaves the letters in the hall.

2. We serve hot meals till 10.30, and guests can order coffee and sandwiches up to 11.30.

1. They are demolishing the entire building.
2. You cannot wash this dress; you must dry-clean it.

**4. Complete the sentences with *on, over, in, up, out*, or *down.***

1.The company has seen an improvement market share.

2. It was a mistake to invest Silico shares.

3.I think we should concentrate our core competences.

4.It is important that we do not give control of the business.

5.The company is slowing , we cannot afford to take risks right now.

**5. Complete the sentences with the correct option a-c.**

1.The CEO has decided to production of the XR20 model to India.

1. Initiate
2. Executive
3. Outsource
4. We are hoping to be a multi-million-pound contract shortly.
5. Selected
6. Awarded
7. Obtained
8. Please could you fax me the agreed technical for the SalfordCycle model.
9. Specification
10. Standardisation
11. Subcontractor
12. The project has overrun and we have therefore had to up the costs.
13. Spin
14. Bump
15. Cater
16. We need to decide when to bring Jenny in on the project. Perhaps at the planning ?
17. Stage
18. Schedule
19. Status

**6.Complete the sentences with the correct a-c**.

1.We need to update the on this machine, for instance, get the latest version of Word.

a. hardware

b. program

c. software

2. The new information tool will help us become more and streamlined.

a. efficient

b. verbose

c. volatile

3. It is one thing gathering information. It is quite another to it where you will find it again easily.

a. process

b. exchange

c. store

4. How would you judge our in relation to our annual targets?

a. measurement

b. performance

c. goal

**WRITTEN COMPOSITION – PART 2**

**(200 words)**

New technologies have changed people’s life and thoughts. Information is easily accessible and things can be done promptly and simply. On one side, technology is a precious tool in the hands of the society. On the other side, we risk to be hurt strongly by this instrument of psychological and moral subjugation. Reflect on this topic and develop your argumentation.

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**READING COMPREHENSION –PART 4**

**FAHION BRANDS TODAY**

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| --- | --- | --- | --- | --- | --- |
| 1. **e** | **2.** | **3.** | **4.** | **5.** | **6.** |

**AN ECHO OF A BOOM?**

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| --- | --- | --- | --- | --- | --- | --- |
| 1. **c** | **2.** | **3.** | **4.** | **5.** | **6.** | **7.** |