

Name _____

Class _____

Date _____

ENTRY TEST

VOCABULARY

1 Match each word (1–8) with the correct definition (a–h).

- | | |
|---|---|
| 1 <input type="checkbox"/> agenda | a) Taking goods to a place, especially to a customer who has bought them. |
| 2 <input type="checkbox"/> department | b) A document that tells customers what goods they have bought and the price. |
| 3 <input type="checkbox"/> employee | c) Part of a large company where people do the same kind of work. |
| 4 <input type="checkbox"/> headquarters | d) Someone who works for an organisation and receives pay. |
| 5 <input type="checkbox"/> delivery | e) A list of subjects that will be discussed at a meeting. |
| 6 <input type="checkbox"/> launch | f) An arrangement to meet someone at a certain time and place. |
| 7 <input type="checkbox"/> invoice | g) When a new product is put on the market. |
| 8 <input type="checkbox"/> appointment | h) The head office or most important building of a company. |

2 Complete the e-mail (9–15) with the words from the box.

book / discuss / know / invite / join / sign / visit

To: Viktor Sharansky
From: Renate Schmidt
Subject: Meeting in Frankfurt, Wednesday 1st November

Dear Viktor

I understand you are coming to Frankfurt for the meeting next Wednesday.

One of our most important clients, Max Wursig, is going to

_____ ⁹ our office on the same day to

_____ ¹⁰ a new contract. I'm going to

_____ ¹¹ him to the Rathaus restaurant for dinner on

Wednesday evening. Can you _____ ¹² us? I know he

wants to _____ ¹³ your new research, and this would be

a good opportunity.

Please let me _____ ¹⁴ as soon as you can, and I will

_____ ¹⁵ a table for three at 7.30 p.m.

Best regards

Renate

LANGUAGE

3 Choose the best answer (a, b or c) to complete each gap (16–25).

Nick Heinz works for PPP in the sales department. He _____¹⁶ the job three years ago and he _____¹⁷ very successful. Last year, he _____¹⁸ more than any of his colleagues. He _____¹⁹ the 'Salesman of the Year' prize twice. Now his manager _____²⁰ to give him a new job in the Export Sales department. People in export sales often _____²¹ to other countries, usually by plane. This _____²² be a problem for Nick because he _____²³ like flying. Staying in the same job _____²⁴ be good for Nick's career. What _____²⁵ he do?

- | | | | |
|----|-------------|----------------|-------------------|
| 16 | a) start | b) is starting | c) started |
| 17 | a) has been | b) have been | c) is being |
| 18 | a) sells | b) has sold | c) sold |
| 19 | a) wins | b) has won | c) is winning |
| 20 | a) wants | b) want | c) wanted |
| 21 | a) travels | b) travel | c) are travelling |
| 22 | a) is | b) should | c) could |
| 23 | a) don't | b) doesn't | c) didn't |
| 24 | a) won't | b) wasn't | c) doesn't |
| 25 | a) is | b) do | c) should |

4 Complete the dialogue (26–32) with the words from the box. Do not use the same word more than once.

The first one is given as an example. There are more words than you need.

as / any / a lot / better / best / easier / more / much / some / than / very
--

Anna: I want to travel from London to Glasgow. Is it better to drive or to go by train?

Bob: The _____²⁶ way is to fly. It's much faster
_____²⁷ the train and it's not very expensive.

Anna: The problem is that I have _____²⁸ of luggage. I want to take
_____²⁹ samples for my customers.

Bob: Then maybe you should hire a car. But it's a long way, and you'll be
_____³⁰ tired.

Anna: I know. But is there _____³¹ other way?

Bob: Why not send the samples by courier? Then you can travel by plane!

Anna: Good idea! That would be _____³² easier!

SKILLS DEVELOPMENT

5 Choose the best phrase (a–d) to complete these conversations (33–36).

- a) Yes, I am.
- b) Hello! How are you?
- c) Yes, speaking.
- d) Nice to meet you, too.

Conversation 1: At the airport

Monika: Excuse me, are you Nat Baker?

Nat: _____³³

Monika: Hello! I'm Monika Revallo. Nice to meet you.

Nat: _____³⁴

Conversation 2: On the telephone

Andre: Hello! Is that Kate Gunn?

Kate: _____³⁵

Andre: It's Andre Lesniak here.

Kate: _____³⁶

Andre: Fine, thanks. How about you?

6 Choose the best phrase (a–d) to complete this conversation (37–40).

- a) See you then
- b) What day is good
- c) Can we say
- d) Can we meet

Andre: _____³⁷ next week?

Kate: OK. _____³⁸ for you?

Andre: I'm free on Tuesday afternoon, or Wednesday.

Kate: Tuesday is good. _____³⁹ two o'clock on Tuesday?

Andre: Yes, fine. _____⁴⁰.

READING

Young hearts keep Casio ticking

Consumer electronics is a competitive business and keeping up with the latest fashion is difficult. But a Japanese family-run electronics group, Casio Computer, has shown that they can do as well as much larger companies.

Over the past decade, Casio has launched a number of innovative products. It was the first to launch a very small digital camera, the Exilim, in 2002. Casio's strong G-Shock watches also started a fashion. More recently, the company developed a range of very thin mobile phones for a large mobile-phone operator; they have become the best-selling model in Japan.

Casio's success is based on selling to young fashion-conscious people. This is surprising when one considers that its senior executives are well over the usual age of a senior manager. Kazuo Kashio, the President, is 79. His elder brother and Chairman, Toshio, is 81, while his younger brother, Yukio, Vice-President, is 76.

The company was founded in 1957 by Mr Kashio's brother Tadao Kashio, the eldest of the four Casio brothers who have led it over the past half-century.

Other corporations in Japan have elderly executives. Chihiro Kanagawa, 80, has been Chief Executive of Shin-Etsu Chemical since 1990. Tetsuro Funai – the founder of Funai Electric, a consumer electronics manufacturer – is 79. Many other CEOs are in their 60s and 70s. This is partly because greater respect is given to old people in Japanese society, and also because the population of Japan is rapidly ageing. The average life span is 79 for men and 86 for women. Even so, the Kashio brothers' ability to create innovative products is impressive – particularly when the Chief Executive does not use the Internet regularly and rarely visits the shops to try out the latest technology.

Normally it is young people who generate rapid changes in trends. But according to Mr Kashio, it isn't a question of being young: training and the ability to think creatively are more important.

7 Read the article and mark these statements true (T) or false (F).

- | | T | F |
|---|--------------------------|--------------------------|
| 41 Casio Computer is run by members of the same family. | <input type="checkbox"/> | <input type="checkbox"/> |
| 42 It is one of the biggest consumer electronics companies in the world. | <input type="checkbox"/> | <input type="checkbox"/> |
| 43 The company specialises in making computers. | <input type="checkbox"/> | <input type="checkbox"/> |
| 44 Casio's products are popular with young people who are interested
in fashion. | <input type="checkbox"/> | <input type="checkbox"/> |
| 45 Mr Kashio doesn't agree that he is too old to have innovative ideas. | <input type="checkbox"/> | <input type="checkbox"/> |

8 Choose the best answer (a, b or c) to each of these questions (46–50).

- 46 The Exilim is...
a) a camera. b) a watch. c) a mobile phone.
- 47 Kazuo Kashio is ... of four brothers.
a) the eldest b) the second eldest c) the third eldest
- 48 The company is...
a) more than 100 years old. b) more than 50 years old. c) a very new company.
- 49 How many other Japanese companies have senior executives who are as old as Kazuo Kashio, according to the article?
a) Many others. b) Two others. c) No others.
- 50 How often does Mr Kashio like to browse the Internet?
a) Often. b) Sometimes. c) Never.

WRITING

9 You had a useful meeting yesterday to discuss a new project with Jed Carter. Write an e-mail of about 50 words to thank Jed for his helpful ideas. You can also thank him for the lunch (say that you liked the restaurant and enjoyed the food). You hope to meet Jed again soon.

To: Jed Carter
From: _____
Subject: Project meeting

Dear Jed
I am writing to thank you...

SPEAKING

10 You will have a five-minute oral test. You have five minutes to prepare. The Teacher will ask you some questions about yourself. Answer the questions and say as much as you can. The questions can be about:

- your home town
- your work/studies
- special interests or hobbies
- why you want to learn English.