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1. Good teachers are always _____ great demand

a) or b) in c) of

2. There has been a sharp increase in the number of claims _____ industrial injury compensation.

a) about b) of c) for

3. Can we begin by discussing matters _____ from the last meeting?

a) arising b) rising c) raising

4. The theory seems vulnerable _____ criticism.

a) for b) to c) on

5. One of the ways to _____ the movement of people in and out of a country is by regular _____.

a) monitor; controlling b) control; checking c) check; controlling

6. The campaign is designed to increase public awareness _____ the issue.

a) in b) about c) of

7. The price of oil went up _____ \$2 a barrel.

a) in b) on c) by

8. Sales went up rapidly five years ago and then decreased sharply; they _____ stable ever since.

a) are remaining b) remain c) have remained

9. The company has a _____ organizational structure.

a) sophisticated b) complicated c) complex

10. Though it is part of marketing _____ has no direct involvement in selling.

a) promotion b) public relations c) advertising

11. I've heard Franz didn't take that job. If I _____ him, I _____ t.

a) had been; would have taken b) were; would have taken c) were; would take

12. She was told by the sales assistant that she could not have a _____ without a receipt.

a) rebate b) discount c) refund

13. Despite steady increases in sales their net profit _____ between 1992-1995.

a) have been falling b) fell c) had fallen

14. I'm a private investigator, but there are plenty of ways to _____ what I do, such as calling myself a "security consultant".

a) distort b) confuse c) disguise

15. _____ they are with an adult, children are not allowed to use the swimming pool.

a) Provided b) Unless c) As long as

16. Some difficulties _____ with the new computers.

a) have arisen b) have risen c) have raised

17. The government has been faced with a number of _____ recently. a) crisis b) crises c) crises

18. Surely it would be _____ to get a second opinion.

a) sensual b) sensitive c) sensible

19. There was an advertisement _____ a free day of skiing in Vermont.

a) of b) for c) with

20. We didn't expect to get such a sympathetic response _____ our appeal for help.

a) to b) at c) for

1. Using the Internet I can virtually r_____ the whole company from my home.

2. How much of a p_____ did you m_____ last year?

3. The next conference in Dubai will be a good moment to l_____ the new model.

4. My father tried to f_____ his first company with only a hundred dollars.

5. After 6 hours in the meeting we finally managed to n_____ a good contract.

6.

computer games.

7. If sales keep falling like that we are going to go b_____.

1. My father is a _____ of a large company which produces furniture.

2. Many countries moved their _____ industries to Asia at the end of the last century and concentrated on service industries.

3. What _____ skills would you say you have?

4. I saw your _____ for sales staff in the local newspaper.

nto business.

- 7. Can you ring the _____ and order 3 more printers?
- 8. We _____ parts of cars at this factory

?

- 1. a high-quality brand?
- 2. an offer to buy?
- 3. a formal agreement or pact, between two or more companies to achieve a particular aim?
- 4. a company or individual seeking to take over another company?
- 5. illegal trading of goods that are not allowed to be bought and sold?

86%	100%
69%	84%
50%	68%

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You have just finished a two-month summer placement with an international company. You would like to thank your line manager, Max Meldrum, for all his help and support and let his line manager know she did a good job.

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2

I would be delighted to meet you next week,
 See you there.
 Shall I bring anything?
 Dear Mr. Smith
 All the best
 With reference to your previous email
 Good to hear from you
 High Jack
 Yours sincerely
 The party sounds great-
 If you wish I would also be happy to give you a tour of the factory

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