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BGF NYTK

English for Business

B2

Grammar and Vocabulary

35 minutes

20 marks

Sample

WRITE ALL THE ANSWERS ON THE ANSWER SHEET.

I. $^{\circ}$ Match the expressions with the business definition. There are 2 extra expressions which you do not need to use.

claim, deposit account, specifications, headquarters, trade dividend, consumption

- 1. banking facility for keeping money for a longer period of time to earn higher interest
- **2.** the exchange of goods or services
- 3. the central buildings where a company is located
- **4.** a request for compensation from an insured person
- **5.** the money paid to shareholders out of a company's profit

II. Complete each sentence with the correct form of the word in capital letters.

6.	May I speak to Mrs. Cherry, please. I think, it's 152.	EXTEND
7.	Faulty goods can be returned to the shop only with the	RECEIVE
8.	The company has acquired a market share recently.	CONSIDER
9.	We cannot accept this offer because the conditions are very	ADVANTAGE

Which of the two words on the left form partnership with the word on the right?

10. sales figures

commercial

11. bank statement

balance

12. proforma invoice

debit

13. screen projector overhead

IV. Which is the odd word out in each line?

14.	partnership	merger	takeover	joint venture
15.	loan	borrow	interest	research
16.	gain	receive	promise	get
4 -			1	

17. quotas tariff shares protectionism

V. A What do the following abbreviations stand for?

- **18.** PR
- **19.** TQM
- **20.** MBA

VI. Tomplete each sentence so that it means the same as the one before it.

21.	Which department do you work in? She asked me			
22.	On the receipt of your order we shall send the goods immediately. As soon as we			
23.	Although we faced a fierce competition we achieved record profits. In spite			
24.	We have already settled all our accounts. All our accounts			
/II. 🖁	Choose the best a	lternative.		
25.	They asked the staff to A) having spoken		nalists. C) to speak	D) being spoken
	•	B) are entitled	C) is entitled	D) be entitled
	The new system A) have produced [B) not producing	C) producing	D) did not produce
	, ,	B) would sign	C) signed	D) will sign
29.	Mr. Smith is the man A) of whose	B) of which	C) who wrote	•
	T.1 .1 .1	. –		
	It's worth the Sto A) to watch		C) to have watched	
30.		B) watching	C) to have watched	D) to be watched
31.	A) to watch Fill in the following We are confident that the	B) watching g sentences wit this offer will appeal	C) to have watched th suitable prepos middle-aged peo	D) to be watched itions. ople.
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KEY

FIGYELEM!

Kérjük, ide ragasszon egy ÍRÁSBELI **azonosító kódot!** Hiánya esetén dolgozata érvénytelen.

NYELV AZDALAC, OJSKO	BGF NYTK English for Business	B2	Grammar and Vocabulary	
NYELVAZICE STOLABBREDZO VOZI	Sample		35 minutes	20 marks
First Marker:	Second Marker:	Raw sco	re: Con	verted:

1.	deposit account	21.	which department I worked in.
2.	trade	22.	receive/have received your order we shall send the goods immediately.
3.	headquarters	23.	of the fierce competition (we faced) we achieved record profits.
4.	claim	24.	have already been settled.
5.	dividend	25.	В
6.	extension	26.	С
7.	receipt	27.	D
8.	considerable	28.	С
9.	disadvantageous	29.	D
10.	sales	30.	В
11.	bank	31.	to
12.	proforma	32.	with
13.	overhead	33.	on
14.	partnership	34.	departs
15.	research	35.	will be
16.	promise	36.	has never flown
17.	shares	37.	were talking
18.	public relations	38.	in order to
19.	total quality management	39.	so
20.	Master of Business Administration	40.	due to