

Unit Test 9

Answer all thirty questions. There is one mark per question.

LANGUAGE REVIEW: TALKING ABOUT FUTURE PLANS

A Put the words in the correct order to make sentences.

1 soon I you look to forward seeing .

2 you are weekend next doing What ?

3 skilled attract workers more to planning We're .

4 rules They new like won't the .

5 CEO new Are going you to the meet today ?

B Choose the correct words to complete the sentences.

6 I don't think the training (will / won't) help.

7 I'm (look / looking) forward to reading your report.

8 We hope (doubling / to double) our sales next quarter.

9 We (planning / plan) to build a new warehouse next year.

10 For the next hour, I'm (going to explain / to plan explaining) the new process.

VOCABULARY: MAKING PLANS

A Complete the text with words from the box.

arrange	do	forecast	keep to	prepare
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Now I'm going to explain how we plan to divide up the work. Cécile is going to

(11)_____ a meeting with the sales and marketing team to discuss promotion.

Vladimir will (12)_____ a detailed budget based on an investment limit of €173,000. Phoebe is going to work out some dates. We really will have to

(13)_____ the schedule because the delivery date of 1 December can't change. I

will go with Carlos and actually (14)_____ the final research, talking with people in the street. I want to hear exactly what consumers think! Finally, Spiros is going to

(15)_____ sales for each of the regions for the next two years. Any questions?

B Match the sentence beginnings (16–20) with the endings (a–e).

16 When do you plan to estimate

17 How will we collect

18 Did you consider

19 Can we meet

20 Who is going to write

a) a report about what we've done so far?

b) the options for a new colour range?

c) the costs for the launch of the new model?

d) information about what consumers want?

e) the deadline of 15 October to hand over the research?

SKILLS: MEETINGS: INTERRUPTING AND CLARIFYING

A Complete the conversation with the phrases (a–e).

- a) Could I just comment
- b) Sorry to interrupt,
- c) I'd like to finish,
- d) Could I say
- e) If you'll just

A I'd like to talk about the schedule next. We're ...

B (21)_____ something?

A (22)_____ if I may. We're planning on starting work next week and ...

B (23)_____ but there's a serious problem with that.

A (24)_____ let me finish ... we're planning on starting work on this next week so we need to discuss who's going to do what.

B (25)_____ on that?

A OK.

B I'm leaving the company. I won't be here next week.

B Cross out the extra word in each sentence.

26 Hold you on a minute.

27 Just it's a moment, please.

28 How do you do mean exactly?

29 Are you saying what you're moving to Spain?

30 What is exactly do you mean by *early*?