BEC Business English Name: _____ Score: _____

1. "Milk in this fridge is for the meeting room only." Staff may take this milk to their desks.

   ☐ True ☐ False

2. Which phrase means the same as "reduced its staff"?

   ☐ let 40 employees go

   ☐ took on 40 employees

   ☐ paid 40 employees more

3. Which word is extra? "We are very pleased to can offer you the position."

   _____

4. How many reading questions are in the Preliminary Reading and Writing paper?

   _____

5. How many questions are in the Higher Reading paper?

   _____

6. "The company plans to ____ a new product in May."

   ☐ open

   ☐ start

   ☐ begin

   ☐ launch

7. "Costs fell sharply in March." Which graph shape fits?

   ☐ A big drop in one month

   ☐ A long, gentle slope down over the year

   ☐ A flat line

8. Statement: "This firm changed its supplier." Which text sentence matches it?

   ☐ "Our supplier changed its prices twice this year."

   ☐ "Last year we switched to a new packaging company."

   ☐ "We have worked with the same supplier since 2010."

9. "We worked all weekend to ____ the deadline."

   ☐ do

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   ☐ meet

   ☐ make

10. Complete the trend phrase: after rising, prices levelled ____ at 40 yuan.

    _____

1. **False**

   ”Only” limits it to the meeting room.

2. **let 40 employees go**

   To let employees go is to end their jobs, so the company has fewer staff.

3. **can**

   After to we need the base verb offer; can does not belong.

4. **45**

   Seven parts, 45 questions, one mark each.

5. **52**

   Six parts, 52 questions, in one hour. Vantage has 45 questions in five parts.

6. **launch**

   You launch a product.

7. **A big drop in one month**

   Sharply means a lot, quickly. A gentle slope would be ”fell gradually” or ”steadily”.

8. **”Last year we switched to a new packaging company.”**

   Switched to a new company = changed supplier. In the third option it is the supplier’s prices that changed, not the supplier.

9. **meet**

   You meet a deadline (and a target, and a need).

10. **off**

    To level off is to stop rising or falling and stay at about the same level.