

МІНІСТЕРСТВО ОСВІТИ І НАУКИ УКРАЇНИ
Донецький національний університет економіки і торгівлі
імені Михайла Туган-Барановського

Кафедра іноземних мов

С.А. Остапенко

ENGLISH FOR ECONOMISTS
Збірник тестових завдань
з дисципліни «Іноземна (англійська) мова»
для студентів напрямку підготовки 6.030503 «Міжнародна економіка»

Кривий Ріг – 2016

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Запропонована методична робота сприятиме закріпленню та перевірці навичок всіх видів мовленнєвої діяльності.

Робота містить тестові завдання за темами, які вивчаються на першому етапі вивчення іноземної мови.

Збірник тестових завдань відповідає сучасним методичним вимогам до навчальної літератури.

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ПЕРЕДМОВА

INTRODUCTION

Метою курсу «Іноземна мова (для економістів)» є формування необхідної комунікативної спроможності у сферах професійного та ситуативного спілкування в усній і письмовій формах; вдосконалення вмінь та навичок читання і перекладу, ведення бесіди з професійної тематики, писемного мовлення та роботи з комерційною документацією.

Даний збірник тестових завдань має за мету забезпечити поточний контроль знань та умінь студентів впродовж кожної теми.

Збірник складається з тестових завдань до кожної теми з урахуванням матеріалу, відображеного у робочій програмі. Кожен тест містить вправи, що охоплюють всі види мовленнєвої діяльності (читання, роботу з лексичним та граматичним матеріалом, писемне мовлення).

Вирішення запропонованих завдань вимагає від студентів інтегрованого застосування знань, отриманих на протязі вивчення дисципліни і дозволяє перевірити вміння студентів орієнтуватись у практичних та теоретичних аспектах дисципліни.

ТЕСТОВІ ЗАВДАННЯ

TEST 1

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

Writing Cover Letters

A cover letter's main purpose is to get an employer to read the attached resume. A resume is a written summary of your background and qualifications.

The guidelines below will show you how to write a cover letter.

- Start the body of a cover letter by stating why you are writing it. If you're sending a resume because you heard about a job opening, say where you heard about the job. If someone the employer knows has suggested that you write, mention that person's name if he or she gave you permission to do so.
- In a sentence or two, explain why you think you're the right person for the job.
- Always refer to your resume in a cover letter. You might want to do this by calling the employer's attention to a particular fact in our resume.
- In the last paragraph, ask the employer to contact you. You might say, "I would like to meet with you to discuss my qualifications," or, "You can reach me at (215) 555-5982."

1. A Cover letter and a Resume have the same purpose.
2. There are special guidelines how to write a cover letter.
3. You have to state the purpose of writing a cover letter.
4. It is necessary to say where you got the information about the job from.
5. You have to point out all the qualifications you obtained in a cover letter.
6. The style of a cover letter may be informal.
7. The applicant has to refer to his/her resume in a cover letter.
8. You can send the same cover letter to different employers.
9. The applicant has to supply the contact information in his/her cover letter.
10. Try to attract the employer's attention to the facts in your resume.

10 points

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. James likes to talk about his _____.

- A relationship B conversation C range D job

2. _____ away from politics.

- A mention C introduce
B steer the conversation D target

3. Karen is talking to a _____.

- A colleague B relationship C conversation D brand

4. Let me _____ my friend, Bob.

- A steer the conversation C introduce you to
B leave out D promote

5. The firm's market share increased by fifteen _____.

- A percent B interest C points D fraction

6. The business lost a small _____ of its clients.

- A share B proportion C part D fraction

7. _____ the sales for next year.

- A Count B Estimate C Predict D Sum

8. Ms. Elm can only _____ the cost, she doesn't know it exactly.

- A decide B estimate C guess D forecast

9. The sales figures for this year are _____ \$1 million.

- A exact B real C approximately D near

10. Do some _____ to find out what people think of the brand.

- A competitors B market research C target market D outlets

11. A _____ can encourage consumers to buy things.

- A niche B flyer C promotion D customers

12. All the products in the range have similar _____.

- A packaging B outlet C target market D brand

13. Marketing teams try to get a target market not to buy products from their _____.

- A competitors C avenues
B distribution channels D outlets

14. The company should distribute _____ in the outlets where its products are sold.
 A billboards B flyers C avenues D niches
15. My brother often spends all his money and then _____ some from me.
 A lends B loans C borrows D invests

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. I predict that inflation _____ in the next quarter.
 A is fall B will fall C is falling D fall
2. We _____ the client at 3.00 this afternoon.
 A are meet B do meet C is meeting D are meeting
3. They _____ the possibility of the purchase of inventory from 5 till 6 p.m. yesterday.
 A are discussing B were discussing C discussed D will discuss
4. Today the share price is much _____ than it was yesterday.
 A bad B worse C badder D worst
5. How many branches _____ your bank have?
 A is B are C do D does
6. We _____ a specialist suitable for the position at the present moment.
 A looked B have looked C are looking D are looked
7. When did you _____ the balance sheet to the customer?
 A sent B sending C send D sends
8. We _____ already applied for a corporate charter.
 A have applied B are applying C will apply D was applying
9. ‘What are Pilar’s plans for the future?’ ‘She _____ an accountant when she leaves college.’
 A will become B is becoming C going to become D is going to become
10. When _____ from university?
 A you graduated B will you graduating C did you graduate D have you graduated
11. Laila _____ her job at the bank and went to work in an accountancy company.

- A leaves B is leaving C left D leaved
12. He _____ over the financial statement by 5 yesterday.
- A are looking B has looked C had looked D had looking
13. What are you _____ when you leave university?
- A going to do B will do C going D to do
14. Sophie _____ tennis on Thursdays.
- A usually plays B is usually playing C usually is playing D plays usually
15. Where is _____ document that we were looking at just now?
- A an B a C – D the
16. Economists predict that the unemployment rate _____ in the next quarter.
- A is falling B falls C do fall D will fall
17. Customers _____ print out or save all information about the online transaction.
- A should B mustn't C shouldn't D could
18. The idea for how our company's new products _____ is not new.
- A were developing B are developed C have developed D will develop
19. We need to reach _____ decision as soon as possible.
- A the B – C a D an
20. The meeting wasn't _____ I thought.
- A longer B longest C long as D as long as

20 points

Writing

4. Write about the main principles of business etiquette.

5 points

Total 50 points

TEST 2

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

People accept money in exchange for goods and services. But the role of money depends on the state of development of an economy. Money has become an essential element of economies based on the division of labor, in which individuals have specialized in certain activities and enterprises have focused on manufacturing specific goods and rendering specific services. In order to make transactions as simple and efficient as possible the introduction of a generally accepted medium of exchange suggested itself.

Money performs the function of a medium of exchange or means of payment with goods being exchanged for money and money for goods. At the time it also acts as a unit of account.

Money is a store of value, as part of an individual's income may be set aside for future consumption.

These three functions of money – medium of exchange, unit of account and store of value – can be fulfilled if there is great confidence in its stability of value.

1. The role of money is connected with the state of a country's economy.
2. Division of labor is the key to country's economy.
3. Money is used as a tool of exchanging for goods and services.
4. There are four main functions of money.
5. Money performs the function of an account unit.
6. The transactions of money is a complicated process.
7. People generally use money as means of payment.
8. You can set aside your income for future consumption with the help of money.
9. Money can't be exchanged for goods.
10. Money fulfils its functions on condition of its value stability.

10 points

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. I'm _____, Jim will not be attending the meeting.
A busy B happy C afraid D suspect
2. Ms. Baker isn't polite and is going to _____.
A fire C fail
B fire D hurt someone's feelings
3. The businessmen _____ because their plane is late.
A have a lot of time C generate
B busy D optimistic
4. The office is _____ since there are many people working.
A empty B big C vacant D busy
5. Mr. Fox is _____ that he'll be late.
A afraid B unfortunately C maybe D likely
6. Use the right _____ of voice in work conversations.
A loud B tone C range D type
7. The sales team delivered a successful _____.
A pitch B level C approach D development
8. Tom's sales approach is not very _____.
A existing B effective C failure D clever
9. _____ on this new contact to sell more products.
A Capitalize B Discuss C Improve D Analyze
10. The idea to lower prices met a lot of _____.
A resistance B influence C success D agree
11. Salespeople use many skills to _____ people.
A demonstrate B influence C resistance D develop
12. Many salespeople must _____ appointments.
A approach B evolve C generate D cover
13. Don't mention the company name, _____ products get honest opinions.
A anonymous B famous C well-known D brand

14. It takes a lot of _____ to design a successful ad campaign.

A image B creativity C job D information

15. Ms. Barrett is a(n) _____ with fresh ideas.

A resistance B innovation C creativity D innovator

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. I _____ with the paperwork and general administration.

A deal B am dealing C will deal D dealt

2. Sorry, that projector _____. Use this one instead.

A don't work B didn't work C doesn't work D haven't work

3. _____ you _____ this conference?

A did ... enjoyed B are ... enjoying C have ... enjoy D has ... enjoyed

4. _____ man we met yesterday has sent us an email asking about our services.

A a B the C an D -

5. Did you _____ him about the change of plans?

A told B telled C telling D tell

6. I _____ from him since he left Paris.

A haven't heard B hasn't heard C didn't hear D heard

7. He _____ the money before I managed to find him.

A borrowed B has borrowed C had borrowed D borrows

8. They _____ the possibility of the purchase of inventory from 5 till 6 p.m. yesterday.

A discussed B are discussing C was discussing D were discussing

9. The Customer Services department receives over 100 calls _____ day.

A the B a C an D -

10. I _____ as an accountant in a big corporation last year.

A worked B work C have worked D had worked

11. Exxon is _____ private oil company in the world.

A bigger B big C biggest D the biggest

12. My friend _____ a position of general manager.
 A held B hold C holds D will held
13. The new model has a fantastic screen – much _____ than the old one.
 A better B best C the best D the better
14. Every year Benetton _____ a new range of clothes.
 A launches B is launches C launched D will launch
15. He _____ just his resume and the letter of interest.
 A sent B send C has sent D have sended
16. I _____ to start my own business.
 A am wanting B is wanting C wants D want
17. He _____ the corporation during two months.
 A runs B was running C ran D have run
18. My friend _____ an interesting article last month.
 A wrote B has written C had wrote D will write
19. They _____ part in a concert at that time.
 A had worked B were taking C worked D will work
20. He _____ all his money on his savings account before the money reform was introduced.
 A had put B have put C has put D had putted

20 points

Writing

4. Write about the main principles of meetings etiquette.

5 points

Total 50 points

TEST 3

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

Olivia Lum knows what's like to be poor. The wealthiest businesswoman in Singapore was abandoned at birth and grew up in very bad conditions.

In 1989, Lum, a former chemist, sold her car and flat and gave up a well-paid job to start her own business, a water treatment company called Hyflux. Today, Hyflux is the biggest company of its kind in south-east Asia.

"I had nothing – no money and no connections," Lum told the *Financial Times* about her route to success. "But I wanted to make a successful business, and that's what motivates people," she explained.

Now 45, she expanded her business to China in the early 1990s. Today, the Chinese market is responsible for more than 50 percent of Hyflux's sales. "We are small enough to be quick and flexible; and since we are in Asia, we understand Asian culture," she says. The company, which employs 600 people in Singapore and China, also has contracts to build two plants in Dubai, and is working on industrial projects in India.

As for the future, Lum's goal is clear: "I want Hyflux to be a brand like Singapore Airlines."

1. Olivia's childhood was unhappy.
2. Lum's profession was connected with medicine.
3. She was motivated by the desire to be successful.
4. Lum's character can be best described as risky.
5. She started her business in China.
6. They work on economical projects in India.
7. Now half of Hyflux's sales falls for the Chinese market.
8. The company is rather big, quick and flexible.
9. 600 people work at Hyflux nowadays.
10. Hyflux is expanding abroad today.

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. Mr. Sui thanked his host for the wonderful _____.

A title B hospitality C pitfall D visit

2. Avoid making eye contact because it may _____ the other person.

A customary B host C offend D disappoint

3. It is customary to call someone by their title and _____.

A aware B surname C avoid D hospitality

4. There are a number of _____ people can fall into such as not using a correct title.

A pitfalls B hosts C surname D eye contact

5. Han Inc. will _____ new methods to save money.

A install B put C implement D decide

6. Check the design _____ before starting the production.

A models B ideas C specifications D kind

7. TamCorp is the biggest _____ of cars.

A manufacturer B production C industry D firm

8. The company must increase _____ to cover increased sales.

A manufacture B produce C input D output

9. Mr. Bradley will _____ the workers in the factory.

A manager B oversee C run D overlook

10. Alice managed quality control _____ at a large factory.

A operations B specification C work D subsidiary

11. The _____ team thinks the ad will be a success.

A focus C research and development

B strategic D innovation

12. The marketing firm asked people to be in a _____.

A focus group B resource team C development D charge

13. The _____ for the product is new homeowners.

- A buyer B target audience C purchaser D staff
14. Encouraging _____ new products.
- A creativity B design C quality D innovation
15. New business owners must learn about _____.
- A creativity B subsidiary C entrepreneurship D pitch

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. Can Karen call you back? She _____ on another line.
- A speaks B is speaking C spoke D speaking
2. I'll get in touch with you as soon as I _____ the results.
- A know B is knowing C has known D will know
3. When you usually _____ at work in the morning?
- A arrive B do arrive C does arrive D arrives
4. This contract is really confusing. We need the advice of _____ lawyer.
- A a B an C - D the
5. He _____ over the financial statement by 5 o'clock yesterday.
- A was looking B will look C had looked D were looking
6. They _____ money in this business for two years.
- A invested B has invested C are investing D were investing
7. You _____ a lawyer in this case.
- A are needing B need C needs D needed
8. We're thinking of buying a new photocopier for _____ whole department.
- A a B an C the D -
9. It's selling really well. In fact, sales are _____ we've ever seen.
- A the best B better C good D best
10. He is my partner. He often _____ a risk.
- A ran B is running C has run D runs
11. This company _____ recently.

- A expands B has expanded C is expanding D have expanded
12. I receive orders from _____ sales-manager.
- A a B an C the D -
13. During our last classes the lecturer _____ about equity funding.
- A spoke B was speaking C had spoken D has spoken
14. We advertised in the special section of the newspaper but we _____ the resumes yet.
- A haven't received B didn't receive C didn't received D doesn't receive
15. The sales figures are not good. They're _____ than last year.
- A bad B badder C worst D worse
16. This month the Financial Times _____ for graduates to join its staff.
- A looks B is looking C have looked D will look
17. I _____ the reason for the delay, so I got angry.
- A didn't see B didn't saw C haven't seen D am not seeing
18. They _____ at a large factory then.
- A were working B are working C worked D work
19. The students _____ at the language laboratory all evening yesterday.
- A worked B had worked C has worked D were working
20. At last I _____ the composition.
- A wrote B written C have written D had written

20 points

Writing

4. Explain how to prepare and conduct negotiations.

5 points

Total 50 points

TEST 4

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

INTERNATIONAL ORGANIZATIONS

In the world of international business, international organizations often play important roles. Familiarity with these organizations' functions and responsibilities is crucial to an understanding of global finance.

Some organizations aim to affect trade around the world. The International Monetary Fund (IMF), located in Washington D.C., aims to promote the expansion of international trade. The World Trade Organization (WTO) is based in Geneva, Switzerland. Its goals are to limit trade barriers, and improve the Gross National Product (GNP) of some member nations. The North American Free Trade Agreement (NAFTA) is an agreement between the United States, Canada, and Mexico. It limits trade restrictions between these countries. OPEC aims to protect the interests of countries that produce oil. The Association of South East Asian Nations (ASEAN) is a group of Southeast Asian nations who promote economic development throughout their region.

The United Nations (UN) was started after World War II. It aims to resolve international conflicts and maintain world peace. The World Health Organization (WHO), an agency of the UN based in Geneva, is devoted to public health. The European Union (EU), a union of European nations, aims to ensure the free passage of goods, people and capital throughout Europe. The Group of 20 (G20) includes heads of many of the world's central banks.

In addition to these organizations, numerous multinational corporations add to the complexity of the world economic scene.

1. Global finance can be understood knowing functions and responsibilities of international organizations.
2. International organizations aim to affect trade around the world.
3. The World Trade Organization wants to limit trade barriers.

4. NAFTA is an agreement between four countries.
5. OPEC protects the interests of countries that produce oil.
6. The United Nations promotes international conflicts.
7. The World Health Organization is a subsidiary of the UN.
8. The European Union aims to ensure the free passage of goods, people and capital throughout Asia.
9. The European Union consists of 20 members.
10. Numerous multinational corporations contributes to the world economic scene.

10 points

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. Just _____ what you want.
 A anticipate B back down C close the deal D stop
2. The parties are very _____ other.
 A intense C confrontational
 B mutually acceptable D argumentive
3. Mr. Brown will offer a deal, so try to think about it beforehand.
 A anticipate it B close the deal C negotiate D stipulate
4. Try to _____ the contract terms.
 A close the deal B anticipate C negotiate D stipulate
5. Here is the new _____.
 A direct sales B e-commerce C catalogue D negotiations
6. The salesman _____ that the shoes were comfortable.
 A promised B matched C retailed D negotiated
7. The _____ added \$10.00.
 A item number B shipping C offer D anticipation
8. _____ is important to most retailers.
 A mail order B catalogue C e-commerce D retail
9. _____ the price our competitors offer.

A promise B sell C match D agree

10. The company is an important, _____ in the auto industry.

A successful B key player C minor player D competitor

11. Which company submitted the lowest _____?

A pros B advantage C land D cons

12. BeautyCo's line of makeup is its highest _____ level.

A beauty B cost C net D grossing

13. Ronald's experience gave him a(n) _____.

A pitch B profit C result D advantage

14. Mary's small business is just a _____ in the industry.

A minor player B advantage C benefit D key

15. James has been unable to _____ new clients.

A fire B bid C hire D negotiate

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. The production line _____ (not, work) at the moment.

A doesn't work B don't work C will not work D isn't working

2. _____ person with the MBA usually gets a good job.

A a B an C the D -

3. I have a suggestion to make. It's different to _____ suggestion I made last week.

A a B an C the D -

4. The lift _____. We'll have to take the stairs.

A doesn't working B doesn't work C aren't working D don't work

5. Mercedes Benz _____ high-quality cars.

A manufactures B is manufacturing C manufacture D manufactured

6. They _____ usually very flexible if we need to change the order.

A will be B were C are D have been

7. Nothing is _____ than missing a flight because of traffic.

A badder B worse C worst D the worst

8. This printer is one of the _____ on the market.
 A better B too good C goodest D best
9. Where your father _____ last year?
 A worked B did worked C did work D has worked
10. The pupils _____ speak English last year.
 A could not B don't C cannot D haven't
11. They _____ already the commercial bank when I organized my private café.
 A have chartered B had chartered C chartered D are chartered
12. The manager _____ organizational structure of the firm.
 A had examined B have examined C examine D examines
13. We _____ already the candidates through the interview.
 A evaluated B are evaluating C have evaluated D had evaluated
14. We _____ along quite well with my partner now.
 A get B are getting C got D have got
15. A partner _____ the business.
 A finance B were financing C have financed D will finance
16. They _____ a meeting yet.
 A haven't held B hadn't held C didn't hold D didn't held
17. We _____ the organizational structure of our company at present.
 A have changed B are changing C change D will change
18. He _____ as a controller of the company for the last two years.
 A did work B was work C worked D have worked
19. _____ the company well or badly when he was the manager of the company?
 A was doing B did do C done D has done
20. _____ they a credit reference letter or a credit letter before he left abroad?
 A have written B did write C wrote D had written

20 points

Writing

4. Point out how to make a presentation at a meeting.

5 points

Total 50 points

TEST 5

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

Product Market Strategy

Marketing has been defined as the process of matching an organisation's resources with customer needs. The result of this process is a product. The need, therefore, for the organization to remain dynamic is obvious because the product is the only key to the organisation's solvency and profitability. No matter how else the organization runs itself cost-effectively and sensibly, if the product is not selling well then the money simply will not be coming in.

"Product market strategy" is the term used to describe all the decisions which the organization makes about its target markets and the products it offers to those markets. The use of the word 'strategy' is important, for it implies a chosen route to a defined goal and suggests long-term planning. This is quite different from 'Tactical' activities which are used to achieve short-term objectives by gaining immediate results. Product market strategy represents a decision about the current and future direction of the organization.

Product market strategy must be developed in the most cost-effective manner, paying attention to cash flow and profitability requirements. To minimize costs at the outlet, a sound marketing approach will usually attempt to increase profits and cash flow existing markets. The following total strategies are: market penetration, market development, and product range extension and product development.

1. The result of matching an organisation's resources with customer needs is a product.
2. Any organization tries to remain dynamic.
3. Well-thought product strategy is the key to the organisation's solvency and profitability.
4. Product market strategy represents the organization assets.
5. Only top managers can decide on the product market strategy of the organization.
6. Product market strategy and 'Tactical' activities have different purposes.
7. Strategy is important as it implies a chosen route to a defined goal.
8. There are two main product market strategies.

9. Cash flow and profitability requirements are not considered while developing product market strategy.
10. Product range extension is the strategy to increase profits and cash flow existing markets.

10 points

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. My mother is retired. She gets a(n) _____ from her old company.
A income B salary C budget D pension
2. It is important to plan your spending and keep to a(n) _____ .
A income B pension C budget D job
3. People who watch over others and check their work are called _____ .
A employees B graduates C trainees D supervisors
4. Someone who handles customers' problems and questions is a(n) _____ .
A cashier B trainee C investment analyst D human resources manager
5. Before you buy products and services from a bank, you should always read the _____.
A special offers B small print C arrangement fee D free gift
6. Customers like cashiers who are _____ .
A convenient B rude C unreliable D efficient
7. Some companies charge _____ for foreign exchange transactions.
A interest B commission C currency D buy-back
8. The things a company owns are called its _____ .
A liabilities B income C assets D profits
9. A stock market _____ is a way of measuring a section of a stock market.
A exchange B index C share D table
10. Diversification is a way of reducing _____ .
A interest B profit C investment D risk
11. Things you put money in or buy in order to make more money are called _____.
A investments B expenses C ATM D currency
12. All the money you get from your job and other sources is your _____.

A salary B income C bonus D premium

13. _____ is a way of spreading risk by investing in different things.

A asset B diversification C guarantee D portfolio

14. My brother often spends all his money and then _____ some from me.

A lends B loans C borrows D invests

15. My sister is fourteen. She gets a(n) _____ from our parents and spends most of it on clothes.

A wage B loan C salary D allowance

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. Hutchison Port Holdings is _____ largest shipping line in the world.

A a B an C the D -

2. Tara is a good friend of mine - we _____ on the phone every week.

A speak B are speaking C will speak D has spoken

3. I rarely _____ abroad in my job.

A traveling B am travelling C travelled D travel

4. Coca-Cola is _____ soft drinks manufacturer in the world.

A bigger B the biggest C the most big D the bigger

5. How _____ you feel when they told you about moving offices?

A will B did C does D are

6. This bank _____ loans to corporations during two months last year.

A was making B have made C had made D is making

7. I _____ the report this week - it will be ready on Friday.

A has written B am writing C write D wrote

8. _____ discretion and secrecy are very important in banking industry.

A a B an C the D -

9. This keyboard is quite difficult to use. It's _____ than the one I'm used to.

A smaller B smallest C the more small D as small

10. He already _____ currency when I rang him up yesterday.
 A have changed B had changed C will change D has changed
11. They _____ carefully income statement and balance sheet last week.
 A was studying B studied C will study D had studied
12. He _____ just his resume and the letter of interest.
 A sent B send C has sent D have sended
13. My friend _____ a position of general manager.
 A held B hold C holds D will held
14. These days our business _____ really well.
 A is going B went C goes D has gone
15. I'll call you back - I speak / to a customer right now. '
 A speaks B speaked C have spoken D am speaking
16. They _____ part in a concert at that time.
 A had worked B were taking C worked D will work
17. I _____ to start my own business.
 A am wanting B is wanting C wants D want
18. This company _____ recently.
 A expands B has expanded C is expanding D have expanded
19. When you usually _____ at work in the morning?
 A arrive B do arrive C does arrive D arrives
20. He _____ over the financial statement by 5 o'clock yesterday.
 A was looking B will look C had looked D were looking

20 points

Writing

4. Prepare a new press release for a product launch.

5 points

Total 50 points

TEST 6

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

Labelling

Labelling is the presentation of information on a product or its package. The label is the part that contains the information. It may include the brand name and mark and the registered trademark symbol, package size and contents, product claims, directions for use and safety precautions, a list of ingredients, the name and address of the manufacturer, and the Universal Product Code symbol, which is used for automated checkout and inventor control.

A number of federal regulations specify information that must be included in the labelling for certain products.

- Garments must be labelled with the name of the manufacturer, country of manufacture, fabric content, and cleaning instructions.
- Nutrition labelling must be included with any food product for which a nutritional claim is made. This labelling must follow a standard format.
- Nonedible items such as shampoos and detergents must carry safety precautions as well as instruction for their use.
- The ingredients of food products must be listed in order, from the ingredient that constitutes the largest percentage of the product down to the one that makes up the least of it.

Such regulations are aimed at protecting the consumer from both misleading product claims and the improper (and thus unsafe) use of products.

Labels may also carry the details of express warranties. An express warranty is a written explanation of the responsibilities of the producer in the event that the product is found to be defective or otherwise unsatisfactory.

1. The Universal Product Code symbol contains a list of ingredients, the name and address of the manufacturer.
2. Labelling is used for checkout control.

3. There are special regulations in the labelling for certain products.
4. Food product labeling follows a standard format.
5. Garments are sometimes labeled with the name of the manufacturer, count, manufacture.
6. Nonedible items such as shampoos and detergents must carry precautions.
7. It isn't essential to list the ingredients of food products.
8. An express warranty is a written explanation of the responsibilities producer in the event that the product is found to be defective or unsatisfactory.
9. Labelling regulations prevent the consumer from using the products.
10. Labelling is used to inform customers about product's advantages, features, and hazards.

10 points

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. _____ if you cannot attend.

- | | |
|-----------------------|--------------------------|
| A State your opinion | C Ask for an explanation |
| B Send your apologies | D Ask for a permission |

2. It is unprofessional to _____ during meetings.

- | | | | |
|-------------|------------|----------|---------|
| A interrupt | B disagree | C bicker | D smile |
|-------------|------------|----------|---------|

3. It's rude to _____.

- | | |
|--------------------------|-----------------------------|
| A repeat yourself | C take note of other people |
| B talk over other people | D summarize |

4. During meetings Jane _____ again and again.

- | | | | |
|-------------------|-------------|--------------|-------------|
| A repeats herself | B disagrees | C interrupts | D summarize |
|-------------------|-------------|--------------|-------------|

5. Does anyone have a(n) _____ to this suggestion.

- | | | | |
|---------------|-------------|-------------|-------------|
| A information | B agreement | C objective | D objection |
|---------------|-------------|-------------|-------------|

6. _____ should only be used if everyone understands it.

- | | | | |
|----------|------------|-----------------|-----------|
| A jargon | B spelling | C neutral words | D phrases |
|----------|------------|-----------------|-----------|

7. _____ of any important changes.

A write down B use information C take note D analyze

8. Don't _____ arguing.

A waste time B interrupt C agree D avoid

9. It is important to _____ if the material is confusing.

A discuss C detail
B write down D ask for an explanation

10. Please do not _____ until the chairman invites you to do so.

A shout C interfere
B state your opinion D argue

11. Do some market research to find out what people think of the _____.

A outlets B brand C target market D range

12. A promotion can encourage _____ to buy things.

A niche B flyer C consumers D avenues

13. All the products in the _____ have similar packaging.

A range B outlet C target market D brands

14. Marketing teams try to get a target market not to buy products from their _____.

A competitors B flyers C avenues D outlets

15. The company should distribute flyers in the _____ where its products are sold.

A billboards B outlets C avenues D niches

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. I _____ the report at the moment. It should be ready tomorrow.

A write B am writing C is writing D wrote

2. This commercial bank _____ already to exist when the war started.

A had stopped B has stopped C stopped D was stopping

3. Hutchison Port Holdings is _____ shipping line in the world.

A as large B larger C most large D the largest

4. The Board agreed to give us the budget we needed to finish _____ project.

- A a B an C the D -
5. The Emirates Palace in Abu Dhabi is _____ hotel in the world.
 A more expensive C the expensivest
 B too expensive D the most expensive
6. I _____ the annual report when Mr Stevenson called on me.
 A examined B was examining C am examining D had examined
7. We _____ already for a corporate charter.
 A have applied B applied C had applied D are applying
8. The sales figures are not good. They're _____ than last year.
 A too bad B the worst C worse D bad
9. Mercedes Benz _____ high-quality cars.
 A has manufactured C is manufacturing
 B manufactures D manufactured
10. The financial Times Group _____ Les Echos and Recoletos.
 A has owned B owned C is owning D owns
11. I _____ the reason for the delay, so I got angry.
 A didn't see B didn't saw C haven't seen D hadn't seen
12. Your father _____ on a business trip last month?
 A went B did went C gone D did go
13. They _____ in Moldova in the middle of April.
 A travelled B are travelling C were travelling D travel
14. At last I _____ the composition.
 A wrote B have written C has wrote D am writing
15. He _____ already currency when I rang him up yesterday.
 A had changed B has changed C changed D were changing
16. The bank _____ loans to corporations during two months last year.
 A made B had made C were making D was making
17. All the banks usually provide _____ credit services.
 A a B an C the D -

18. He _____ the corporation during two months.

A ran B was running C is running D runs

19. The company _____ the additional stock.

A issue B will issue C had issued D has issued

20. I _____ at the Marriott Hotel. I'll be there until Friday.

A am staying B stayed C stay D will stay

20 points

Writing

4. Point out the most common product problems and the ways companies compensate people who return products

5 points

Total 50 points

TEST 7

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

Every country has its own stock market, where people can buy and sell shares and other securities. A stock exchange is a building where this trading takes place. Some of these are very old - the London Stock Exchange started in the 17th century. However, a lot of share trading today is done by computer. This is much faster and cheaper.

Companies raise capital by selling their shares to investors on the stock market. They use the money to run their day-to-day business and to expand. Investors buy shares to make money. They hope to make a profit when the share price goes up. They also get money from dividends.

A stock market index is a way of measuring a section of a stock market. It is a list of some of the shares traded in the stock market. It shows the price of these shares at the end of each trading day and the number of shares bought and sold. Investors can look at the stock market indices in the newspaper. They can see how well or how badly their shares are doing.

1. Stock market is where people can buy and sell shares and other securities.
2. The London Stock Exchange is in USA.
3. The London Stock Exchange is a building where trading takes place.
4. A lot of share trading today is done by computer.
5. To do share trading by computers isn't fast.
6. Companies use the money to run their day-to-day business.
7. Investors buy shares to make money.
8. Companies never sell their shares to investors on the stock market.
9. Investors can look at the stock market indices in the newspaper.
10. Investors can't see how well or how badly their shares are doing.

10 points

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. Write the _____ on the form.
 A item number B mail order C phone order D numbers
2. Complete this form to place a _____.
 A phone order B invoice C mail order D minutes
3. _____ prices are usually very low.
 A retail B sales C discount D wholesale
4. GrantCo is one of the country's biggest _____.
 A firm B retailers C farm D wholesaling
5. Call this number to place a _____.
 A phone order B item C mail order D form
6. Locate a _____ location nearby.
 A information B discount C direct sales D supply
7. Good _____ keeps customers coming back.
 A clients B customer service C staff D buying
8. If a product is broken, customers may get a _____.
 A replacement B another C other D money
9. The make and _____ of the stereo is printed on the box.
 A order B design C offer D model number
10. The returns department also gives _____.
 A gifts B refunds C sales D orders
11. Do you have a copy of the _____?
 A recipe B instruction C warranty D product
12. John has _____ knowledge of music.
 A creative B fine C in-depth D industrious
13. Sally is _____ and enjoys painting and writing.
 A creative B active C industrious D patient
14. _____ this document for errors.
 A scrutinize B look up C examine D sum up
15. A team needs the right people in order to _____.

A form B organise C work D gel

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. My company sent me to ____ UK, where I worked for several years. Now I live in ____ Netherlands.

A -, the B the, the C -, - D the, -

2. Helen _____ at the Astoria while she's in Madrid this month.

A was staying B stayed C staied D had stayed

3. I'm sorry, the journey took _____ we expected.

A *the longest* B the longer C more longer D *longer than*

4. We _____ a sample for testing once a day.

A take B took C are taking D has taken

5. It's the way we do things here - whoever sells the most gets _____ biggest bonus.

A biggest B the most C the biggest D bigger

6. I _____ at the details on the screen right now.

A have looked B looked C will look D am looking

7. The company _____ its factory to East Asia because it was not economic to stay in America.

A moves B has moved C moved D will move

8. He _____ over the financial statement by five o'clock yesterday.

A was looking B had looked C looked D has looked

9. He _____ the corporation during two months.

A was running B ran C run D had run

10. We _____ the structure of our company at the moment.

A change B changed C are changing D isn't changing

11. Recently this business _____ big financial resources.

A have involved B involved C are involve D has involved

12. The Nightingale retail group _____ its annual report last week.

- A published B had published C was publishing D didn't published
13. Sole proprietorship _____ much profit.
- A has bring B brings C bring D are bringing
14. What business you _____ to start?
- A want B do want C are wanting D wants
15. At last the stockholders _____ the Board of Directors.
- A have elected B elected C had elected D were electing
16. The applicants _____ their resume and cover letters two days ago.
- A are sending B sended C sent D will send
17. They _____ usually very flexible if we need to change the order.
- A were B are C have been D will be
18. We'll be there soon. It's not much _____.
- A farer B farest C farthest D further
19. The managers in the factory _____ good relations with their employees.
- A has B don't have C doesn't have D didn't had
20. I _____ the annual report when Mr Black called on me.
- A was examining B examined C has examined D had examine

20 points

Writing

4. Describe the main principles and importance of company culture.

5 points

Total 50 points

TEST 8

Reading Comprehension

1. Read the text. Then, mark the following statements as true (T) or false (F).

Simon Hewitt is a successful and ambitious businessman. He enjoys being his own boss and has the objective of becoming a rich man. For the past three years he has run a petrol station in his home village. As a sole trader he took out a loan to buy the lease on the site and to purchase stocks of petrol and other motoring items. Due to the growth of the village he has attracted a greater number of customers than expected. In spite of heavy interest payments he has earned a reasonable profit and this has allowed him a small sum to invest back into his business.

A month ago a nearby garage came up for sale and Simon was very keen to purchase it. Ultimately his ambition was to develop a chain of these garages and then to diversify his business interests.

The second garage was expensive and Simon made an appointment with his accountant to discuss how he might finance his expansion. His accountant was cautious. "If you can get a loan to purchase this garage," she advised, "the interest payments could be too great for you to survive. You must remember that the general level of interest rates could rise. Another option could be to look for a partner. You should think carefully about this if you want your business to grow quickly."

1. Simon Hewitt is a sole trader.
2. He took out a loan to purchase stocks of oil.
3. He has attracted a greater number of customers because his petrol was not expensive.
4. Simon's ambition was his business expansion.
5. Simon invested back into his business a reasonable sum of money.
6. Last month Simon met his accountant.
7. Simon discussed with his accountant the possibility to find a partner.
8. The accountant offered Simon some options.
9. Simon did not buy the second garage because the general level of interest rates could rise.
10. Simon wanted his business to be stable.

Vocabulary Practice

2. Choose the correct answer, A, B, C or D.

1. What does Heidi do for a _____?

- A living B job C leisure D earning

2. Graham's job _____ buying supplies.

- A avoids B covers C involves D introduces

3. _____ personal topics with strangers.

- A avoid B conduct C prevent D try

4. Helen's conversation with Rick didn't _____.

- A discuss B work C employ D flow

5. Fiona chose not to _____ religion with clients.

- A tell B speak C talk D discuss

6. Ellen requested to work _____.

- A home B overtime C lonely D along

7. Carl has his yearly _____ later today.

- A wage B salary C promotion D pay review

8. Keith was happy to earn a _____.

- A increase B raise C flow D promotion

9. This _____ of pay for this job is too low.

- A rate B sum C range D type

10. Make your handouts more attractive by including _____.

- A notes B diagrams C sections D slides

11. Presenters should look at their _____ not the notes.

- A audience B slides C handouts D diagrams

12. Each section needs to be presented on a different _____.

- A audience B slide C handout D side

13. Ms. Baker isn't polite and is going to _____.

- A fail B hire

C fire

D hurt someone's feelings

14. The idea to lower prices met a lot of _____.

A resistance

B influence

C approach

D level

15. The sales team delivered a successful _____.

A pitch

B job

C approach

D level

15 points

Grammar Practice

3. Choose the correct answer, A, B, C or D.

1. Our company _____ parts for the automobile industry.

A make

B is making

C will make

D makes

2. Can I call you back? I _____ with a client.

A has talked

B am talking

C had talked

D talk

3. John _____ all day yesterday.

A worked

B has worked

C was walking

D had worked

4. This year market conditions will be _____ than last year.

A difficulter

B more difficult

C most difficult

D difficult

5. There is a man waiting for you in _____ reception area.

A the

B a

C an

D -

6. Petrov _____ to us about the plan yesterday.

A had spoken

B speaked

C was speaking

D spoke

7. It was _____ good meeting, but I had to leave early.

A a

B an

C -

D the

8. Alan _____ in the bank for a year.

A worked

B was working

C has worked

D warks

9. I _____ the report this week - it will be ready on Friday.

A has written

B am writing

C write

D wrote

10. It's selling really well. In fact, sales are _____ we've ever seen.

A better

B good

C well

D the best

11. The government says that they _____ increase the taxes.

- A will B have C are D had
12. He already _____ currency when I rang him up yesterday.
- A have changed B had changed C will change D has changed
13. This bank _____ loans to corporations during two months last year.
- A was making B have made C had made D is making
14. I _____ with Andrew's clients while he's on holiday.
- A deal B deals C am dealing D will deal
15. They _____ carefully income statement and balance sheet last week.
- A was studying B studied C will study D had studied
16. Vice-president _____ orders to his employees.
- A give B given C gives D has gave
17. This corporation _____ the stock.
- A issued B has issued C was issuing D has issue
18. How _____ you feel when they told you about moving offices?
- A will B did C does D are
19. We both _____ unlimited liability.
- A have B has C haved D will has
20. He is sure that he _____ a credit.
- A gets B is getting C will get D is going to get

20 points

Writing

4. Describe jobs in business.

5 points

Total 50 points

Критерії оцінки
виконання тестових завдань
з дисципліни «Іноземна (англійська) мова»
студентами напряму підготовки 6.030503 «Міжнародна економіка»

Рівень	Аналіз видів діяльності	Бали
високий	У лексичних і граматичних текстах студент демонструє чітке знання правил сполучення лексичних одиниць; знання сталих виразів та ідіом, знання основних граматичних та лексичних моделей, свідоме використання стилю і реєстру, знання конотації. Виправлення неприпустимі. Кількість допустимих помилок – нуль.	5 (відмінно)
достатній	У лексичних та граматичних текстах студент виявляє знання сталих виразів та ідіом, знання основних граматичних моделей та лексики, правила їх сполучення. Кількість власноручних виправлень не може перевищувати трьох, кількість помилок в межах трьох.	4 (добре)
середній	Студент вміє конструювати параграфи за опорами у межах вивчених тем для організації думок в єдину інтелектуальну структуру, але в його писемному мовленні мають місце помилки (не більше п'яти). У лексичних та граматичних текстах точно і відповідно вживає сталі вирази, має знання основних граматичних та лексичних моделей. Правила їх сполучення. Кількість помилок більше трьох, але в межах 7, кількість власноручних виправлень не більше п'яти.	3 (задовільно)
початковий	Студент знає основні принципи організації текстів та, проте не завжди адекватно їх використовує. Знання лексики і граматики не демонструє точності і відповідності вживання мови, немає свідомого використання стилю і реєстру, знань конотацій, бракує знань сталих виразів та ідіом, недостатнє засвоєння основних граматичних та лексичних моделей, правил сполучення лексичних одиниць. Кількість помилок понад сім.	2 (незадовільно)

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Навчальне видання

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ENGLISH FOR ECONOMISTS

Збірник тестових завдань

з дисципліни «Іноземна (англійська) мова»

для студентів напрямку підготовки 6.030503 «Міжнародна економіка»

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