UMM AL QURA UNIVERSITY

English Language Centre





English for Specific Purposes Preparatory Year Students Administrative Stream

Commerce1 Mid-Term Exam Practice Test		
(DON'T WRITE ON OR MARK THIS QUESTIONS BOOKLET) Time: 50 Min		
A) Listen to the recording. You will hear it <u>twice</u> . Choose the best option A, B, C, or D.(unit 3,track 11)		
1. Lisa is worried because she's late for	2. Last night Lisa went to bed	
the		
A party	A early	
(B) meeting	B at 6 o'clock	
© interview	© late	
D presentation	D at 10:00 PM	
3. Lisa arrived late at the office because the alarm	4. After missing the train, Lisa tried to get	
clock	a	
(A) went off but she didn't get up	(A) ferry	
B went down	B bus	
© went off but she was out	© taxi	
D didn't go off	D motor bike	
5. When the bus stuck in the traffic jam, she got off		
and		
(A) took some rest		
(B) went to hospital		
© drank some water		
D ran to the office		
(Grammar & Vocabulary) Read the questions and choose the best option A, B, C, or D.		
6. My company furniture.	7. I good at working in a team.	
(A) make	(A) is	
(B) making	(B) am	
© makes	© are	
D maked	D were	
8. Today, I an advert for a vacancy.	9a computer virus?	

) maxed	B wele
8. Today, I an advert for a vacancy.	9a computer virus?
 A 'm writing B am write C write D written 	 A You have ever downloaded B Have you ever downloaded C Did you ever downloaded D I downloaded
10. The plane at 9.45 p.m. last night.	
 A is landing B land C landed D lands 	

11. A deals with money and people.	12. A market ask people questions.
A manager	 A market ask people questions. A clerk
B teacher	B cashier
© secretary	© researcher
D bank clerk	D manager
13. Do you have to meetings?	14 organizes maintenance of the building.
A research	A Purchase dept
B attend	B Finance dept
© attended	© Facilities dept
D product	D HRM dept
15 deals with billing, taxes and budget.	16is responsible for buying material.
(A) Facilities Dept	(A) Purchasing
B Finance Dept	(B) Marketing
© Marketing Dept	© Admin
D Purchase Dept	D IT
17 is responsible for computer system.	18. I have to with the suppliers.
A Purchasing	(A) negotiate
B Marketing	B finance
© Admin	© marketing
D IT	D IT
19. There is a for the post of area manager.	20. 2001 was a bad year with of \$ 29
	million.
(A) HRM	(A) profit
B vacancy	B loses
© chain store	© gain
D purchase	D train
21. Collect your bags at baggageA reclaim	22. Show your passport at passport(A) arrival
_	B departure
B departureC arrival	© check in
D check in	D control
23. Go to 35 to board the plane.	24. Sports is a major industry.
A lounge	(A) leisure
B passport control	B train
© gate	© sponsorship
D room	\bigcirc hand on
25. I have the necessary skills and .	
25. I have the necessary skills andA qualification	
(A) qualification	

Read the passage below and then choose the best answer to the question.	26. Electronic Commerce usesto do business.
answer to the question. Electronic commerce (e-commerce) is the buying and selling of products and services on the Internet instead of using shops, phones, faxes, and letters. There are three main types of e-commerce. The first is Business to consumer (B2C) -the consumer buys goods or services from a company on the internet. Many consumers now buy books, music, or tickets on the Internet. The second type of e-commerce is Consumer to Consumer (C2C) -people sell and buy directly on sites such as eBay. The third type is Business to Business (B2B)-commerce between companies. They use the Internet <u>to order</u> goods, get services, and manage their business. It is fast and efficient. In the past, the car manufacturers Ford ordered thousands of parts from hundreds of different companies. They told the suppliers which parts they wanted and the supplier sent a proposal to supply them. It was a long and expensive process. These days, Ford uses special B2B electronic exchanges to order their parts and then the suppliers put in electronic bids for the job. This process is much quicker and cuts costs. Companies don't need large purchasing departments and suppliers have to cut their prices to be competitive.	 A faxes B phones C Internet D shops 27. B2B is whendo business together. A a company and a company B a consumer and a consumer C a company and a consumer C a company and a consumer D Ford and supplier 28. When private individuals buy things on the internet, it is A B2C B B2B C C2C D customers service 29. The most e-active part of the world is A the US B Germany C the UK
So which parts of the world are most 'e-active?' Europe is number one; the US comes second, while Hong Kong is the biggest in Asia-pacific, particularly in e-business services. In fact, in 2006, Europe's three major markets –the UK, Germany, and France – carried out around 25% of their sales online.	 D Europe 30. Purchasing department is responsible for A providing goods B selling goods C buying goods D manufacturing goods