

МИНИСТЕРСТВО ОБРАЗОВАНИЯ РЕСПУБЛИКИ БЕЛАРУСЬ
УЧРЕЖДЕНИЕ ОБРАЗОВАНИЯ
«БРЕСТСКИЙ ГОСУДАРСТВЕННЫЙ ТЕХНИЧЕСКИЙ УНИВЕРСИТЕТ»

Кафедра иностранных языков по экономическим специальностям

ENGLISH for ADVANCED STUDENTS

**Сборник тестовых заданий
для самостоятельной работы
студентов экономических специальностей:
Учебно-методическая разработка**

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Сборник тестовых заданий для самостоятельной работы студентов экономических специальностей: Учебно-методическая разработка. Содержит лексико-грамматические тесты по вопросам микро- и макроэкономики, теории предприятия и бизнеса, маркетинга, менеджмента и другим аспектам профессиональной экономической деятельности.

Для студентов экономических специальностей ЭФ.

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ПРЕДИСЛОВИЕ

Учебно-методическая разработка “English for Advanced Students” предназначена для развития навыков самостоятельной работы у студентов 1-4 курсов экономических специальностей дневной формы обучения. Лексико-грамматические тесты могут использоваться для самостоятельной работы студентов под контролем преподавателя с целью текущего контроля знаний во время практических занятий. Материал данной разработки может также использоваться для работы со студентами продвинутого уровня в рамках дифференцированного подхода к обучению. Предложенные тесты также могут послужить материалом для самостоятельной работы студентов без контроля преподавателя с целью самоподготовки, повторения изученного и самоконтроля.

Данная разработка содержит 49 лексико-грамматических тестов. По сложности лексико-грамматического материала тесты делятся на три категории: Intermediate (раздел 1), Upper Intermediate (раздел 2) и Advanced (раздел 3). В приложении предложена шкала оценки (самооценки) результатов выполненного теста.

Авторы

12) Fill the words in the blanks: *While aerobics is in fashion, the... for "body wear" is sufficient (сроч).*

- A) research B) demand C) requirement D) inquiry

13) Put the verb in brackets into the right form: *My friend (work) for the same company for fifteen years by next year.*

- A) will be working B) will work
C) will have been working D) will have been worked

14) Put the verb in brackets into the right form: *This food (to make) in China.*

- A) made B) was made C) was making D) make

15) Find out in what part of the sentence there's a mistake: *They advised (1) to us (2) to contact (3) them in (4) summer.*

- A) 1 B) 2 C) 3 D) 4

16) Choose the correct translation: *Он спросил меня, куда я положил отчет.*

- A) He asked me where I had put the report.
B) He asked to me where I had put the report.
C) He asked me where had I put the report.
D) He asked me where I have put the report.

17) Choose the correct statement.

- A) The process of finding the right person for each job is called innovating.
B) The process of finding the right person for each job is called organizing.
C) The process of finding the right person for each job is called directing.
D) The process of finding the right person for each job is called staffing.

18) Name the singular form of a noun: "people"

- A) people B) man C) pipe D) person

19) Fill in articles if they are necessary: *John, ... Sales Manager, has ... son, ... daughter, ...two cousins and ... very good friends.*

- A) the, a, a, --, -- B) the, the, the, the, the
C) a, a, a, a, a D) the, a, the, a, the

20) Complete the sentence: *Supply and demand have no ... in command-type economies.*

- A) allocation B) interests C) influence D) equilibrium

Test 2

1) Choose the right translation: "заниматься чем-либо"

- A) to engage smth B) to engage smb's attention
C) to be engaged by smth D) to be engaged in smth

2) Choose the right translation: "безработный "

- A) unemployed B) employer C) employee D) employed

3) Choose the right translation: "рынок"

- A) market economy B) supermarket
C) marketing D) marketplace

4) Find the word corresponding to the given definition: *The type of advanced society of a particular time or place.*

- A) Market B) Entrepreneurship C) Economy D) Monopoly

5) Complete the sentence: *...is the total of natural resources that can be used to produce goods and services.*

- A) Capital B) Entrepreneurship C) Banking D) Land

6) Choose the right translation: "to make people better off"

- A) улучшить положение дел B) сделать людей лучше
C) улучшить благосостояние людей D) поддерживать людей

7) Choose the right translation: "available"

- A) расходуемый B) проданный
C) заказанный D) имеющийся в наличии

8) Choose the right translation: "distribution"

- A) торговля B) продажа C) распределение D) производство

9) Insert the prepositions if necessary: *Land, labour and capital are ... the control... the government and entrepreneurship is supplied... government.*

- A) on; of; of B) under; of; by
C) under; in; with D) in; of; from

10) Insert the prepositions if necessary: *... addition, the government has become involved... the economic system.*

- A) on; in B) with; on C) in; for D) in; in

11) Complete the sentence: *... is the total of human resources required to turn raw materials into goods and services.*

- A) Production B) Labour C) Capital D) Entrepreneurship

12) Complete the sentence: *Sometimes the manufacturer either has to... the quality or offer lower prices (улучшить).*

- A) increase B) change C) improve D) prove

13) Put the verb in brackets into the right form: *By two o'clock the businessmen (do) the letter translation for two hours tomorrow.*

- A) will have been done B) will have been doing
C) will do D) will be doing

14) Put the verb in brackets into the right form: *Dora is printing the document. She (print) the document since I came.*

- A) have printed B) has printed
C) is printing D) has been printing

15) Find out in what part of the sentence there's a mistake: *Mr. Tompson used (1) to working (2) in Manchester but now he has (3) a job in (4) London.*

- A) 2 B) 1 C) 4 D) 3

16) Choose the correct translation: *В молодости Том часто ходил с работы домой пешком, а теперь ездит на автобусе.*

- A) When he was young Tom used to walk home from work and now he goes by bus.
B) When he was young Tom would walk home from work and now he goes by bus.
C) When he was young Tom used to walking home from work and now he goes by bus.
D) When he was young Tom often walked home from work and now he is going by bus.

17) Transform the sentences into Reported Speech: *Mr. Robinson asked his secretary, «Has anybody left a message for me?»*

- A) Mr. Robinson asked his secretary if anybody had left a message for him.
B) Mr. Robinson asked his secretary if anybody has left a message for him.
C) Mr. Robinson asked his secretary if anybody left a message for me.
D) Mr. Robinson asked his secretary that anybody had left a message for him.

18) Choose the right variant: *The money ... on the table.*

- A) were B) to be C) is D) are

19) Complete the sentence: *Sally went home, ...?*

- A) didn't she B) did she C) hasn't she D) had she

20) Fill in articles if they are necessary: *Now he works ... five days... week.*

- A) --, -- B) a, a C) --, a D) the, the

Test 3

1) Choose the right translation: "руководить предприятием"

- A) to establish an enterprise B) to manage a unit
C) to run a business D) to direct an industry

2) Choose the right translation: "конкуренция"

- A) mining B) conquering C) competition D) peculiarity

3) Choose the right translation: "совместное предприятие "

- A) partnership B) transnational company
C) cooperative D) joint venture

4) Choose the right translation: "market equilibrium"

- A) равновесие и рынок B) равновесный рынок
C) рыночное равновесие D) рыночная эквилибристика

5) Choose the right translation: "standard of living"

- A) стиль жизни B) опытный образец
C) уровень жизни D) жизненная необходимость

6) Choose the right translation: "household"

- A) хозяин дома B) владение домом C) домашнее хозяйство D) домохозяйка

7) Find the word corresponding to the given definition: *A person or company that makes goods, foods or materials.*

- A) Seller B) Producer C) Economist D) Consumer

8) Fill the words in the blanks: *Economists ... the number of losses for a given period (прогнозируюм).*

- A) forbear B) foredict C) predict D) contradict

9) Insert the prepositions if necessary: *Keep ... mind that economics will teach you a new way...looking...the world.*

- A) in; of; at B) in; to; to C) on; of; to D) at; of; at

10) Fill in prepositions if they are necessary: *Our university library is rich ... business books and newspapers.*

- A) with B) at C) of D) in

11) Complete the sentence: *...exists when the quantity supplied exceeds the quantity demanded at the current price.*

- A) Economic crisis B) Excess supply
C) Excess demand D) Market equilibrium

12) Put the verb in brackets into the right form: *How long you (work) here?*

- A) have you been working B) you have been working
C) have you worked D) you have worked

13) Put the verb in brackets into the right form: *What makes you (do) such things?*

- A) to do B) do C) doing D) done

14) Find out in what part of the sentence there's a mistake: *He made (1) me (2) to answer (3) the (4) letter.*

- A) 2 B) 1 C) 4 D) 3

15) Complete the sentence: *... deals with the functioning of national economic complex and the behaviour of the main classes and social groups.*

- A) National economics B) Microeconomics
C) Economy D) Macroeconomics

16) Choose the correct translation: *Секретарь сказала, что она печатала деловые письма в течение часа.*

- A) The secretary said that she had been typing business letters for an hour.
B) The secretary said that she has been typing business letters for an hour.
C) The secretary talked that she had been typing business letters for an hour.
D) The secretary said that she was typing business letters for an hour.

17) Transform the sentences into Reported Speech. *«Can you come to our interview on Saturday?» Ann said.*

- A) Ann said if I could come to our interview on Saturday.
B) Ann asked if I could come to my interview on Saturday.
C) Ann asked that I could come to our interview on Saturday.
D) Ann asked if I could come to her interview on Saturday.

18) Fill in articles if they are necessary: *... brochure is very interesting. All ... numbers in it are quite impressive.*

- A) a, a B) the, the C) the, -- D) a, the

19) Put the verb in brackets into the right form: *The news ... devastating.*

- A) to be B) were C) are D) was

20) Complete the sentence: *If I ... time, I'll be there.*

- A) have B) has C) had D) will have

Test 4

1) Choose the right translation: "доход"

- A) tax B) gain C) income D) investment

2) Choose the right translation: "работодатель"

- A) employer B) worker C) economist D) employee

3) Choose the right translation: "хранить"

- A) to exhibit B) to gain C) to store D) to save

4) Choose the right translation: "to be a success"

- A) быть наследником B) иметь успех
C) потерпеть неудачу, провал D) быть удачливым человеком

5) Choose the right translation: "profit"

- A) издержки B) убыток C) прибыль D) выгода

6) Choose the right translation: "a high level of production"

- A) высокий уровень производства
B) высокое качество продукции
C) высокий этаж производственного здания
D) высокий уровень производительности

7) Complete the sentence: ... *is the method society uses to allocate its resources to satisfy its needs.*

- A) Economy B) Distribution C) Marketing D) Competition

8) Complete the sentence: ... *is the group of skills and risks taking needed to combine capital, labor and land to produce goods and services.*

- A) Experience B) Entrepreneurship C) Education D) Energy

9) Complete the sentence: ... *explores the decisions that individual businesses and consumers take.*

- A) Political science B) Microeconomics
C) Macroeconomics D) Sociology

10) Find the word corresponding to the given definition: *A person who buys and uses goods and services.*

- A) Economist B) Entrepreneur C) Consumer D) Producer

11) Fill in prepositions if they are necessary: *Boris works ... a driver ... his small town ... the South.*

- A) as, in, in B) at, in, at C) like, in, in D) for, on, at

12) Fill in prepositions if they are necessary: *I think these trousers are... good quality.*

- A) -- B) of C) on D) in

13) Form an adjective corresponding to the noun "monotony":

- A) monotonous B) monotype C) monotony D) monotone

14) Complete the sentence: *Jack apologized to his boss for... late.*

- A) be B) having been C) will be D) being

15) Complete the sentence: *Your sales are very high! You ... hard.*

- A) should have worked B) must have worked
C) should work D) must to work

16) Put the verb in brackets into the right form: *I (stay) at the hotel for a fortnight when I received your letter.*

- A) had been staying B) have been staying
C) was staying D) is staying

17) Transform the sentences into Reported Speech: *Mr. Smith told his secretary, «Please get the documents ready.»*

- A) Mr. Smith told his secretary to get the documents ready, please.
B) Mr. Smith told his secretary that she got the documents ready.
C) Mr. Smith told his secretary to getting the documents ready.
D) Mr. Smith told his secretary to get the documents ready.

18) Choose the correct translation: *Он только что сказал, что вполне удовлетворен результатом нашей работы.*

- A) He just said that he is quite satisfied with the results of our work.
B) He has just said that he is quite satisfied with the results of our work.
C) He just said that he was quite satisfied with the results of our work.
D) He has just said that he was quite satisfied with the results of our work.

19) Find out in what part of the sentence there's a mistake: *He (1) was advised (2) consulting (3) a lawyer (4).*

- A) 3 B) 1 C) 2 D) 4

20) Name the singular form of a noun: "sheep"

- A) sheep B) ship C) shepherd D) sheepman

Test 5

1) Choose the right translation: "размер заработной платы"

- A) wage rate B) wage size C) wage sum D) wage standard

2) Choose the right translation: "цель"

- A) object B) subject C) target D) widget

3) Choose the right translation: "поставлять товары"

- A) to supply goods B) to barter goods
C) to purchase goods D) to import goods

4) Choose the right translation: "to run a business"

- A) вести дело (управлять делом) B) бежать на работу
C) дело идет гладко D) дело быстро развивается

5) Choose the right translation: "wholesale"

- A) оптовая торговля B) розничная торговля
C) продажа всего товара D) продажа товара в кредит

6) Choose the right translation: "to arrange for smb to do smth"

- A) договориться о том, чтобы сделать что-либо
B) организовать что-либо для кого-либо
C) договориться о том, чтобы кто-либо сделал что-либо
D) заставить кого-либо делать что-либо

7) Complete the sentence: *Your sales are low. You ... harder.*

- A) should to work B) must have worked
C) must to work D) should have worked

8) Find the word corresponding to the given definition: *A lack of jobs for a large number of people in a society.*

- A) Unemployment B) Consumption C) Competition D) Equilibrium

9) Insert the prepositions if necessary: *The quality...the food...the hotel was awful and everybody ...our group was sick most...the time.*

- A) at; of; -; - B) of; at; of; - C) among; in; -; of D) of; in; of; -

10) Find the word corresponding to the given definition: *The total market value of all goods and services that a country produces in one year.*

- A) national economy B) gross national product
C) annual output D) market share

11) Insert the preposition if necessary: *Please write...them.*

- A) - B) for C) on D) to

12) Find the word corresponding to the given definition: *The desire of people for particular goods or services based on their purchasing power.*

- A) Supply B) Demand C) Sale D) Growth

13) Transform the sentences into Reported Speech: *The secretary told Mr. Brown, «I arranged for him to come on Tuesday afternoon».*

- A) The secretary told Mr. Brown that she arranged for him to come on Tuesday afternoon.
B) The secretary told Mr. Brown that she has arranged for him to come on Tuesday afternoon.
C) The secretary told Mr. Brown that she had arranged for him to come on Tuesday afternoon.
D) The secretary told Mr. Brown that she was arranged for him to come on Tuesday afternoon.

14) Put the verb in brackets into the right form: *We (work) together for two years before we made an agreement.*

- A) had worked B) was working
C) have been working D) had been working

15) Put the verb in brackets into the right form: *I would come to the meeting if I ... about it.*

- A) knew B) would know C) will know D) know

16) Choose the correct translation: *Он говорит, что прием закончился в 6 часов.*

- A) He says the party finished at 6 o'clock.
B) He says the party had finished at 6 o'clock.
C) He says the party have finished at 6 o'clock.
D) He said the party had finished at 6 o'clock.

17) Complete the sentence: *The administration has reported that the national output declined 2,4*

- A) person B) per cent C) percent D) percentage

18) Name the singular form of a noun: " phenomena"

- A) phenomenon B) phenomenum C) phenomena D) phenomen

19) Find out in what part of the sentence there's a mistake: *The (1) secretary had typed (2) letters for(3) half an hour when Mr. Green came (4).*

- A) 2 B) 1 C) 3 D) 4

20) Choose the right translation: "потребление"

- A) transition B) manufacturing C) consumption D) competition

Test 6

1) Find the word corresponding to the given definition: *A person or group that employs others.*

- A) Agent B) Customer C) Employer D) Employee

2) Choose the right translation: "распределять ресурсы"

- A) to connect resources B) to deliver resources
C) to acquire resources D) to allocate resources

3) Choose the right translation: "частная собственность"

- A) property ownership B) public property
C) personal property D) private property

4) Choose the right translation: "экономить на чем-либо"

- A) to economy smth B) to be economical about smth
C) to economize on smth D) to economize smth

5) Find the word corresponding to the given definition: *The business of selling goods in large quantities, especially to shopkeepers.*

- A) Deal B) Discount C) Retail D) Wholesale

6) Choose the correct translation: Я спросил, придет ли он сюда вечером, и он ответил, что придет.

- A) I wondered if he will come there in the evening and he answered that he will.
B) I wondered if he would come there in the evening and he answered that he would.
C) I wondered if he came there in the evening and he answered that he did.
D) I wondered would he come there in the evening and he answered that he would.

7) Transform the sentences into Reported Speech: «Do you like the product?» Mary wondered.

- A) Mary wondered if I liked the product. B) Mary wondered that I liked the product.
C) Mary wondered me if I liked the product. D) Mary wondered if the product liked I.

8) Find out in what part of the sentence there's a mistake: *The (1) manager told (2) the people that (3) to do (4).*

- A) 4 B) 3 C) 2 D) 1

9) Fill in prepositions if they are necessary: *Have you made arrangements... them to visit the museum?*

- A) with B) about C) for D) on

10) Find out in what part of the sentence there's a mistake: *To talk (1) the (2) truth, I don't believe (3)him (4).*

- A) 1 B) 3 C) 4 D) 2

11) Put the verb in brackets into the right form: *Someday I (travel) to Brazil.*

- A) will be travelling B) will have been travelling
C) will have travelled D) will travel

12) Put the verb in brackets into the right form: *If you call me tomorrow at this time I (to buy) a car.*

- A) will have bought B) will be buying
C) will buy D) will have been buying

13) Complete the sentence: *The computer is still on. They ... here in the morning.*

- A) should be B) should have been
C) might have been D) might be

14) Choose the right translation: "держатель акций"

- A) shareholder B) storekeeper
C) stake keeper D) stock keeper

15) Complete the sentence: *To sell a product in the market a manufacturer should... whether the demand is sufficient (убедиться).*

- A) convince himself B) believe C) do sure D) make sure

16) Choose the right translation: "to provide programs"

- A) закрывать программы B) обеспечивать программами
C) выполнять программы D) приобретать программы

17) Choose the right translation: "получать прибыль"

- A) to involve profit B) to earn profit
C) to let profit D) to reduce profit

18) Transform the sentences into Reported Speech: *Hob said, «I will go and fetch my contract.»*

- A) Hob said that he will go and fetch my contract.
B) Hob said that he would go and would fetch my contract.
C) Hob said that he would go and fetch his contract.
D) Hob said that, please, he would go and fetch his contract.

19) Find out in what part of the sentence there's a mistake: *I asked Tom (1) if (2) had he sold (3) all the (4) goods.*

- A) 4 B) 2 C) 1 D) 3

20) Choose the right translation: "to pay attention to smth"

- A) оплачивать счет за что-либо B) обращать внимание на что-либо
C) привлекать внимание к чему-либо D) выплатить долг за что-либо

UNIT 2

LEXICAL TESTS (UPPER INTERMEDIATE LEVEL)

Test 1

1) Choose the right translation: "сталкиваться с трудностями"

- A) to face difficulties B) to meet difficulties
C) to come to difficulties D) to avoid difficulties

2) Choose the right translation: "быть в обращении"

- A) to be in circulation B) to be open
C) to be available D) to be in action

3) Choose the right translation: "быть справедливым"

- A) to be specific B) to be unfair C) to be fair D) to be sure

4) Choose the right translation: "изучение рынка"

- A) market relations B) marketplace C) market research D) market economy

5) Choose the right translation: "заем"

- A) a loan B) a bond C) a cheque D) a margin

6) Choose the right translation: "поставщик"

- A) broker B) consumer C) supplier D) demander

7) Choose the right translation: "государственная собственность"

- A) state ownership B) public property
C) private property D) national ownership

8) Choose the right translation: "доход на душу населения"

- A) standard of living B) population income
C) output per capita D) welfare benefit

9) Choose the right translation: "сверхприбыль"

- A) excess profit B) hyper demand C) up weight D) over supply

10) Choose the right translation: "отменить налоги"

- A) to collect taxes B) to reduce taxes
C) to eliminate taxes D) to impose taxes

11) Choose the right translation: "уклоняться от уплаты налогов"

- A) to evade taxes B) to discharge taxes
C) to impose taxes D) to abolish taxes

12) Choose the right translation: "уверять в чем-либо"

- A) to assure of smth B) to ensure smth
C) to care smb D) to be sure of smth

13) Choose the right translation: "ценные бумаги"

- A) values B) securities C) treasures D) outcomes

14) Choose the right translation: "делать предоплату"

- A) to credit B) to invest C) to pay in time D) to pay in advance

15) Choose the right translation: "фондовая биржа"

- A) exchange rate B) stock exchange
C) fund exchange D) money exchange

16) Choose the right translation: "ввести налог на что-либо"

- A) to put on a tax B) to impose a tax
C) to investigate a tax D) to collect a tax

17) Choose the right translation: "торгово-промышленная палата"

- A) trade and industry house B) economic committee
C) business chamber B) chamber of commerce and industry

18) Choose the right translation: "десятилетний опыт работы"

- A) working ten years' experience B) working experience of ten years
C) ten year's work experience D) ten years' work experience

19) Choose the right translation: "банковский отчет"

- A) bank transaction B) bank statement
C) bank paper D) bank transfer

20) Choose the right translation: "результаты"

- A) outcomes B) finals C) rates D) subjects

21) Choose the right translation: "оптовая торговля"

- A) volume sales B) store housing
C) retail trade D) wholesaling

22) Choose the right translation: "быть точным"

- A) to be accurate B) to be sure
C) to be special D) to be certain

5) Choose the right translation: “конкурентоспособный”

- A) competing B) competable C) contestable D) competitive

6) Choose the right translation: “спад рынка”

- A) market slack B) market boom
C) market research D) market recession

7) Choose the right translation: “оборудование”

- A) equipment B) machines C) tools D) kit

8) Choose the right translation: “дополнение”

- A) amendment B) addition C) clause D) act

9) Choose the right translation: “облегчить”

- A) to facilitate B) to ease C) to weaken D) to bring to an end

10) Choose the right translation: “возместить”

- A) to recover B) to provide C) to reimburse D) to insure

11) Choose the right translation: “способствовать, содействовать”

- A) to propogate B) to enforce C) to facilitate D) to permit

12) Choose the right translation: “осуществлять”

- A) to exceed B) to comply . C) to exercise D) to expire

13) Choose the right translation: “предположение”

- A) proposition B) suggestion C) assumption D) preposition

14) Choose the right translation: “улучшить”

- A) to improve B) to increase C) to prove D) to chance

15) Choose the right translation: “побочный продукт”

- A) byproduct B) byissues C) byresult D) byway

16) Choose the right translation: “закладная”

- A) mortgage B) properly C) estate D)land

17) Choose the right translation: “оставить без внимания”

- A) dissipate B) dissimilate C) dissatisfy D) disregard

18) Choose the right translation: “цены на рабочую силу”

- A) workers' costs B) job costs
C) work costs D) labor costs

19) Choose the right translation: “ценности”

- A) values B) prices C) appreciations D) acknowledgements

20) Choose the right translation: “цены на землю”

- A) soil costs B) earth costs C) ground costs D) land costs

Test 3

1) Choose the right translation: “amendments”

- A) оговорка B) сопровождение C) поправки D) дополнения

2) Choose the right translation: “enforceable”

- A) надежный B) сильный C) правильный D) законный

3) Choose the right translation: “consideration”

- A) встречное удовлетворение B) консолидация
C) сосредоточенность D) рассмотрение

4) Choose the right translation: “employment contract”

- A) договор услуг B) договор подряда
C) договор личного найма D) агентский договор

5) Choose the right translation: “mortgage”

- A) закладная B) покупка в кредит C) дивиденд D) закладка

6) Choose the right translation: “bailment”

- A) залог B) передача на ответственное хранение
C) охрана D) аренда

7) Choose the right translation: “obligation”

- A) денежный заем B) акции
C) обязательство D) облигации

8) Choose the right translation: “means”

- A) вид B) значить C) злой D) средства

9) Choose the right translation: “bargain”

- A) договор B) баржа C) варвар D) сделка

10) Choose the right translation: “to owe”

- A) обязывать B) быть обязанным (должным)
C) иметь D) владеть

11) Choose the right translation: "letter of credit"

- A) вексель В) тратта С) кредитное письмо D) аккредитив

12) Choose the right translation: "void contract"

- A) оспоримый контракт В) недействительный контракт
С) пустой контракт D) неполный контракт

13) Choose the right translation: "claims"

- A) зов В) иски С) претензии D) санкции

14) Choose the right translation: "installment"

- A) часть В) целое С) частичный взнос D) установка

15) Choose the right translation: "divisible contracts"

- A) разделенные контракты В) отдельные контракты
С) отдельные контракты D) делимые контракты

16) Choose the right translation: "consent"

- A) беспокойство В) согласие С) чувство D) довольный

17) What does this abbreviation mean: FOB

- A) freight on board В) free on board
С) fond or brandy D) free of bank

18) What does this abbreviation mean: CIF

- A) cable important facts В) cost insurance freight
С) cost investment freight D) cost interest freight

19) What does this abbreviation mean: CIP

- A) cost and investment paid В) carriage and insurance paid
С) cost and insurance paid D) cost and interest paid

20) What does this abbreviation mean: FAS

- A) freight and sale В) free as sold
С) free alongside ship D) freight and storage

Test 4

1) Choose the right translation: "to receive a reply"

- A) получать ответ В) получать запрос
С) получать сведения D) получать письмо

2) Choose the right translation: "to acquire funds"

- A) создавать условия В) торговать фондами
С) получать прибыль D) приобретать средства

3) Choose the right translation: "domestic policy"

- A) внутренняя политика В) местные условия
С) внутренняя полиция D) домашние хлопоты

4) Choose the right translation: "a peculiarity"

- A) случайность В) предложение С) точность D) особенность

5) Choose the right translation: "a fair"

- A) ярмарка В) сделка С) справедливость D) плата

6) Choose the right translation: "to a great extent"

- A) к большому удивлению В) для большей убедительности
С) в значительной степени D) до предела

7) Choose the right translation: "to draw a conclusion"

- A) подписать соглашение В) решить вопрос
С) сделать запрос D) сделать вывод

8) Choose the right translation: "to tax individuals"

- A) индивидуальные налоги В) платить индивидуально
С) облагать налогами частных лиц D) налогоплательщики

9) Complete the sentence: Apparently advertisement... (окупается).

- A) pays out В) pays off С) pays D) is paid off

10) Complete the sentence: More and more money is spent on... every day (реклама).

- A) announcements В) advertisements С) notices D) notifications

11) Complete the sentence: To sell a product in the market a manufacturer should... whether the demand is sufficient (убедиться).

- A) do well В) convince himself С) make sure D) believe

12) Complete the sentence: The company agrees... us for loss from the defaults of the suppliers (возместить).

- A) to insure В) to recover С) to provide D) to reimburse

13) Complete the sentence: When there is a business boom people have generally more money on... (предметы роскоши).

- A) luxury items В) luxurious items С) luxurious subjects D) luxury topics

14) Complete the sentence: In the USA some insurance companies hold... valued at 800 billion (активы).

- A) success В) increase С) excess D) assets

15) Complete the sentence: Customers' wishes should be... (предусмотрены и удовлетворены).

- A) foreseen and forelooked B) forelooked and performed
C) foreseen and overdone D) foreseen and satisfied

16) Complete the sentence: Sometimes the...of a product can become lower (себестоимость).

- A) self –production price B) introduction price
C) production cost D) self - cost

17) Complete the sentence: Market research cannot... competition. (оставить без внимания).

- A) dissatisfy B) dissimilate C) disregard D) displace

18) Complete the sentence: The concept of... is central to insurance (гарантия возмещения убытков).

- A) payment B) indemnity C) exposure D) financial gain

19) Complete the sentence: Pure risk involves... (неопределенность).

- A) uncertainty B) insurance C) undoubtedness D) uncertainty

20) Complete the sentence: The insurer has to know when and where an... loss occurred (застрахованный).

- A) insurable B) insurance C) insuring D) insured

Test 5

1) Find the word corresponding to the given definition: *The sale of goods in shops for customers, for their own use, not for resale.*

- A) Service B) Retail C) Discount D) Wholesale

2) Find the word corresponding to the given definition: *The various activities by which goods are advertised and sold.*

- A) Finance B) Marketing C) Retail D) Advertising

3) Find the word corresponding to the given definition: *The various activities by which goods are advertised and sold.*

- A) Finance B) Retail C) Marketing D) Advertising

4) Find the word corresponding to the given definition: *A way of organizing business.*

- A) Advertising B) Marketing C) Enterprise D) Barter

5) Find the word corresponding to the given definition: *Continual improvement or development.*

- A) Expansion B) Employment C) Recession D) Recovery

6) Find the word corresponding to the given definition: *Something owed to someone else or the duty of repaying something.*

- A) Debt B) Balance C) Bank statement D) Receipt

7) Find the word corresponding to the given definition: *A turning point in the course of something; moment of a great danger or difficulty.*

- A) Equilibrium B) Crisis C) Peak D) Upturn

8) Find the word corresponding to the given definition: *The condition in which prices keep rising, especially to an undesirable degree.*

- A) Inflation B) Excess supply C) Market equilibrium D) Unemployment

9) Find the word corresponding to the given definition: *A sum of money paid to the government according to income, property, goods bought.*

- A) Tax B) Credit C) Bill D) Subsidy

10) Find the word corresponding to the given definition: *A place in which money is kept and paid out on demand.*

- A) Store house B) Warehouse C) Cash desk D) Saving bank

11) Find the word corresponding to the given definition: *The practice of sharing among many persons, risks to life or property that are effected by each person paying a sum of money.*

- A) Shareholding B) Banking C) Transaction D) Insurance

12) Complete the sentence: *A wholesale dealer acquires the merchandise directly from the industry, which purchases agricultural products from the manufacturer and ... them.*

- A) keeps in store B) stocks C) keeps in stock D) keeps in shares

13) Complete the sentence: *Banks run a...business in stock markets.*

- A) extreme B) forbidden C) great D) accepted

14) Complete the sentence: *All banks must ... the credit law.*

- A) regard B) imply C) foresee D) observe

15) Complete the sentence: *A wholesale dealer should save a lot of money since he has to pay his suppliers in*

- A) credit B) cash C) advance D) term

16) Complete the sentence: *We would be grateful if you could...them soon.*

- A) deliver B) refund C) fill D) remind

17) Complete the sentence: *More and more money is spent on... every day.*

- A) advertisements B) notifications C) notices D) announcements

18) Complete the sentence: ... is a mechanism for reducing financial risk and spreading financial loss.

- A) Pure competition B) Borrowing C) Insurance D) Premium

19) Choose the correct statement.

- A) Top management includes department managers and production superintendents.
B) Top management includes supervisors, foremen, etc.
C) Top management includes the president and vice presidents.
D) Top management includes the president vice presidents and the general manager.

20) Choose the correct statement.

- A) Marketing is what is left after all expenses of a business have been deducted.
B) Marketing is risking the loss of money, time and effort in the hope of profit.
C) Marketing is a framework enabling management to delegate and control the responsibilities of individuals and departments.
D) Marketing is finding out what consumers want or need and then making them aware that you are providing for that need.

GRAMMAR TESTS (UPPER INTERMEDIATE LEVEL)

Test 1

1) Insert the prepositions if necessary: *The general conditions ... Sale are printed ... the reverse side ... the tender.*

- A) to, at, of B) for, in, by C) of, at, by D) of, on, of

2) Insert the prepositions if necessary: *I am writing...connection...your letter of 1 March concerning the above order...electric equipment.*

- A) with; to; for B) to; to for C)with; for; of D) in; with; for

3) Insert the prepositions if necessary: *It is now over six months...we placed this order and we're still waiting...the furniture.*

- A) before; after B) since; for C) as; for D) before; -

4) Insert the prepositions if necessary: *We look forward...hearing...you.*

- A) from; for B) to; for C) from; of D) to; from

5) Insert the preposition if necessary: *The company has sent you the bill... the wrong goods.*

- A) for B)to C)on D) about

6) Insert the prepositions if necessary: *Thank you...your telex concerning your forthcoming visit...London.*

- A) of; in B) for; to C) for; for D)for; at

7) Insert the prepositions if necessary: *Please could you send...me details...your products and prices.*

A) -:of B) on; for C) to; of D) -; to

8) Insert the preposition if necessary: *Unfortunately you took the goods ... the wrong place.*

A) for B) at C) in D) to

9) Insert the prepositions if necessary: *We really must apologise ... the delay ... delivering these goods.*

A)for; in B) -; of C) of; on D) about; with

10) Insert the prepositions if necessary: *The banks buy and sell shares or securities... a fixed interest rate and receive a broker's fee...it.*

A) with; for B) for; from C) at; to D) on; with

11) Insert the prepositions if necessary: *The Buyers have the right to submit claims ... connection ... short delivery.*

A) in, with B) at, with C) of, to D) of, with

12) Insert the preposition if necessary: *When will you call... me? (=phone)*

A) on B) about C) with D) --

13) Insert the preposition if necessary: *You can always leave a message... him... the secretary.*

A) to, at B) for, at C) to, with D) for, with

14) Insert the preposition if necessary: *You can count... this young man. He is very clever and honest.*

A) for B) to C) -- D) on

15) Insert the preposition if necessary: *I'm sorry. Mrs. Grey is... another line.*

A) in B)at C) near D) on

16) Insert the preposition if necessary: *... view ... the above, we have carefully investigated the position ... all tonnage chartered ... us.*

A) in, of, to, by B) in, of, of, by C) on, of, to, by D) on, of, to, to

17) Insert the preposition if necessary: *As the date ... delivery was approaching, the Buyers requested the Sellers to perform them ...progress.*

A) for, of B) in, of C) of, in D) of, of

18) Insert the preposition if necessary: *The quality of the goods shall conform ... the samples agreed certified ... the parties.*

A) to, with B) with, by C) with, to D) to, by

19) Insert the preposition if necessary: *The weight shown ... the Bill of Lading is binding ... both parties.*

A) by, under B) in, with C) by, through D) in, upon

20) Insert the preposition if necessary: *... accordance ... the terms ... the contract, the goods were insured.*

A) on, of, under B) in, of, under C) in, to, under D) in, with, of

21) Insert the preposition if necessary: *Furthermore, the Captain is to advise Buyers ... cable of the forthcoming arrival... the tanker... the port of destination, 4 days... her arrival.*

A) through, of, at, after B) by, of, at, before

C) through, of, in, before D) by, of, in, before

22) Insert the preposition if necessary: *The engine will be packed ... eight strong cases suitable ... sea transportation.*

A) in, to B) by, to C) in, *tor* D) at, for

23) Insert the preposition if necessary: *Payment is to be made ... an irrevocable Letter of Credit to be opened ... favour ... the Sellers ... Moscow Narodny Bank Limited, London.*

A) by, in, of, with B) through, of, of, in

C) against, in, of, with D) by, in, to, by

24) Insert the preposition if necessary: *The equipment will be delivered ... the end ... the week.*

A) in, of B) by, of C) to, of D) at, for

25) Insert the preposition if necessary: *The demand ... these goods has not declined.*

A) of B) to C) with D) for

26) Insert the preposition if necessary: *Each case shall be marked three sides ... indelible paint.*

A) at B) to C) with D) in

27) Insert the preposition if necessary: *Instructions ... the return of faulty goods is given by the Buyer.*

A) at B) to C) from D)for

28) Insert the preposition if necessary: *No claim presented ... one lot of the goods shall be regarded ... the Buyer as reason ... rejecting any other lot or lots of the goods.*

A) for, by, in B) to, by, for C) for, by, for D) by, to, for

29) Insert the preposition if necessary: **All additions ... the contract are to be made... writing and are to be duly signed... both parties.**

- A) to, in, by B) before, on, by C) under, in, by D) after, by, by

30) Insert the preposition if necessary: **Taking ... account your client's requirements, we agree to prepare the goods ... your final inspection ... our works ... August.**

- A) for, to, in, by B) for, to, at, in C) into, for, at, in D) for, for, at, in

Test 2

1) Put the verb in brackets into the right form: **Our English teacher told us (not/feel) shy and speak English as much as possible.**

- A) not feel B) not to feel C) don't feel D) to not feel

2) Put the verb in brackets into the right form: **Mary would like her company (avoid) the crisis.**

- A) avoiding B) avoid C) to avoiding D) to avoid

3) Put the verb in brackets into the right form: **We expected the partners (arrive) later than usual.**

- A) arrive B) arriving C) arrived D) to arrive

4) Put the verb in brackets into the right form: **He's still getting used to (work) with such different nationalities.**

- A) work B) worked C) working D) have worked

5) Put the verb in brackets into the right form: **When I was at college I used to (read) more than I do now.**

- A) reading B) read C) have read D) be read

6) Put the verb in brackets into the right form: **I watched my assistant (prepare) the papers.**

- A) preparing (prepare) B) was preparing C) prepared D) is preparing

7) Put the verb in brackets into the right form: **He is expected (make) a report on Monday morning.**

- A) will make B) make C) to make D) making

8) Put the verb in brackets into the right form: **He was considered (be) a good manager.**

- A) be B) was C) to be D) being

9) Put the verb in brackets into the right form: **She was noticed (hide) things.**

- A) hid B) was hiding C) hiding D) to hide

10) Complete the sentence: **He regretted... to the company.**

- A) not go B) not having gone C) not to go D) not going

11) Complete the sentence: *Everything depends on our friends' ...*

- A) to come B) having come C) come D) coming

12) Complete the sentence: *Jack felt her hand ... his hand.*

- A) to touch B) touched C) touch D) having touched

13) Complete the sentence: *I saw them ... inside.*

- A) coming B) came C) having come D) to come

14) Transform the sentences into Reported Speech: *«How old are you?» he asked.*

- A) He asked me how old was I. B) He asked me how old am I.
C) He asked me how old I was. D) He asked me how old I am.

15) Transform the sentences into Reported Speech: *He asked the manager, «At what price were two cargoes wheat sold yesterday?»*

- A) He asked the manager at what price two cargoes wheat sold yesterday were.
B) He asked the manager at what price two cargoes wheat were sold the day before.
C) He asked the manager at what price had been two cargoes wheat sold the day before.
D) He asked the manager at what price two cargoes wheat sold the following day.

16) Transform the sentences into Reported Speech: *She asked me, «Would you like to see the office?»*

- A) She asked me if would I like to see the office.
B) She asked me if I would like to see the office.
C) She asked me that I would like to see the office.
D) She asked me if the office I would like to see.

17) Transform the sentences into Reported Speech: *Tom said, «Jerry has been my best friend since our early childhood.»*

- A) Tom said that Jerry has been his friend since their early childhood.
B) Tom said that Jerry had been my best friend since our early childhood.
C) Tom said that Jerry had been his best friend since their early childhood.
D)) Tom said that Jerry had been his best friend since our early childhood.

18) Transform the sentences into Reported Speech: *Mr. Smith told his secretary, «Please get the documents ready.»*

- A) Mr. Smith told his secretary to get the documents ready, please.
B) Mr. Smith told his secretary to get the documents ready.
C) Mr. Smith told his secretary that she got the documents ready.
D) Mr. Smith told his secretary to getting the documents ready.

19) Transform the sentences into Reported Speech: «Don't tell anyone what happened, Ann said to me.

- A) Ann asked me to not tell anyone what had happened.
- B) Ann asked me not tell anyone what had happened.
- C) Ann asked me do not tell anyone what had happened.
- D) Ann asked me not to tell anyone what had happened.

20) Transform the sentences into Reported Speech: «Will you be free tomorrow? Colin asked Richard.

- A) Colin asked Richard if he will be free tomorrow.
- B) Colin asked Richard that he will be free tomorrow.
- C) Colin asked Richard if tomorrow he would be free.
- D) Colin asked Richard if he would be free the next day.

21) Transform the sentences into Reported Speech: Mr. Robinson asked his secretary, «Has anybody left a message for me?»

- A) Mr. Robinson asked his secretary if anybody has left a message for him.
- B) Mr. Robinson asked his secretary if anybody left a message for me.
- C) Mr. Robinson asked his secretary that anybody had left a message for him.
- D) Mr. Robinson asked his secretary if anybody had left a message for him.

22) Transform the sentences into Reported Speech: «Don't answer the phone, said her boss.

- A) Her boss said to not answer the phone.
- B) Her boss said don't answer the phone.
- C) Her boss said that not to answer the phone.
- D) Her boss said not to answer the phone.

23) Choose the correct translation: Вскоре он привык вставать рано.

- A) Soon he got used to get up early.
- B) Soon he got used to getting up early.
- C) Soon he used to get up early.
- D) Soon he get used to getting up early.

24) Choose the correct translation: Сообщают, что новая выставка имеет успех.

- A) The new exhibition is reported being a success.
- B) The new exhibition is reported is a success.
- C) The new exhibition is reported to be a success.
- D) The new exhibition reported to be a success.

25) Choose the correct translation: *Д-р Грант ожидал, что коллеги поддержат его.*

- A) Doctor Grant was expected the colleagues to support him.
- B) Doctor Grant expected the colleagues to support him.
- C) Doctor Grant expected the colleagues to be supported him.
- D) Doctor Grant expected the colleagues supporting him.

26) Choose the correct translation: *Кажется, они приняли приглашение господина Брауна.*

- A) They seem having accepted Mr. Brown's invitation.
- B) They seem have accepted Mr. Brown's invitation.
- C) They seem to have accepted Mr. Brown's invitation.
- D) They seem that they have accepted Mr. Brown's invitation.

27) Choose the correct translation: *Он сказал мне, что пошлет инструкции агенту.*

- A) He told me that he would send the instructions to the agent.
- B) He told to me that he would send the instructions to the agent.
- C) He said me that he would send the instructions to the agent.
- D) He told me that he will send the instructions to the agent.

28) Choose the correct translation: *Я считаю, что эта ежедневная газета очень интересная.*

- A) I believe this everyday newspaper being very interesting.
- B) I believe this everyday newspaper very interesting is.
- C) I'm believed this everyday newspaper to be very interesting.
- D) I believe this everyday newspaper to be very interesting.

29) Choose the correct translation: *Сообщили, что делегация английских представителей прибудет завтра.*

- A) The delegation of English reps was reported to arrive tomorrow.
- B) The delegation of English reps was reported arriving tomorrow.
- C) The delegation of English reps was reported that it will arrive tomorrow.
- D) The delegation of English reps was reported to be arrived tomorrow.

30) Choose the correct translation: *Он сказал, что покупатели хотят, чтобы товары были отправлены железной дорогой.*

- A) He said that the customers wanted to send the goods by railway.
- B) He told that the customers wanted the goods were sent by railway.
- C) He said that the customers wanted the goods to be sent by railway.
- D) He said that the customers want the goods to be sent by railway.

Test 3

1) Fill in the prepositions: *Payment shall be made ... the following documents.*

A) with B) to C) after D) against

2) Fill in the prepositions: *The date of delivery is considered the date of border station ... the Railway Bill.*

A) at B) to C) on D) in

3) Fill in the prepositions: *If the L/C is not opened ... time, the Buyer are to pay the Sellers a fine ... each day ... delay.*

A) in, for, of B) on, to, in C) on, for, of D) in, to, in

4) Fill in the prepositions: *Packing is to secure full safety of the goods during transportation ... all kinds of transport means.*

A) on B) by C) with D) at

5) Fill in the prepositions: *Prices are fixed ... US dollars.*

A) in B) with C) at D) on

6) Fill in the prepositions: *Kindly let us know ... cable whether you agree ... this postponement of the shipping dates.*

A) by, in B) by, to C) in, with D) by, with

7) Fill in the prepositions: *The machine could be dispatched not later than 30th September, subject to our receiving your order within 20 days ... this date.*

A) of B) off C) to D) from

8) Fill in the prepositions: *We can't agree ... the condition that 20% ... the value ... the goods should be paid ... us ... advance.*

A) to, of, of, by, in B) with, of, of, for, in

C) with, of, of, to, at D) with, in, of, to, in

9) Fill in the prepositions: *We enclose catalogues of our range of machine tools ... complete technical information.*

A) in B) with C) of D) to

10) Fill in the prepositions: *... arrival of the tanker ... Batumi the Captain gave the Seller's representative a written notice of readiness ... the tanker ... loading.*

A) before, in, of, to B) after, at, of, to

C) on, to, of, for D) in, in, of, to

11) Fill in the prepositions: *The cost... the packing machine ... four cases was not included ... the invoice.*

A) of, in, in B) of, in, at C) of, for, in D) at, for, in

12) Fill in the prepositions: *We don't sell goods... credit.*

A) for B) at C) on D) of

13) Fill in the prepositions: *Neither party shall bear responsibility ... complete or partial non-performance.*

A) of B) for C) at D) in

14) Fill in the prepositions: *The goods could be shipped ... October or November ... your option.*

A) in, at B) on, by C) in, to D) on, at

15) Fill in the prepositions: *The letter of Credit was established ... the Buyer ... favour ... the Seller.*

A) by, in, of B) by, at, to C) with, at, to D) by, in, to

16) Fill in the prepositions: *Payment... the goods delivered shall be effected through a confirmed L/C.*

A) to B) of C) for D) by

17) Fill in the prepositions: *We do not consider the General Conditions enclosed ... your letter to be binding ... us.*

A) by, upon B) at, on C) for, on D) in, upon

18) Fill in the prepositions: *Goods to be delivered are manufactured ... the Sellers' factories.*

A) to B) in C) on D) at

19) Fill in the prepositions: *The Seller should submit the above said documents ... the Bank ... payment.*

A) to, for B) to, in C) for, to D) by, to

20) Fill in the prepositions: *We are sending you our Brochure № 15 relating ... the machine you are interested*

A) by, with B) to, in C) with, with. D) to, with

21) Fill in the prepositions: *The Buyers have the right to submit claims ... connection ... short delivery.*

A) in, with B) of, to C) of, with D) at, with

22) Fill in the prepositions: *The Contract was concluded ... V/O "Rossexport" ... the one part and Messrs A. B. Smith and Co.... the other part.*

A) by, on, on B) among, from, from
C) between, on, on D) between, from, to

23) Fill in the prepositions: *The goods are shipped ... defective packing.*

A) in B) ith C) on D) at

24) Fill in the prepositions: *All disputes arising...the contract or ... connection ... it are to be settled ... arbitration.*

- A) out away, in, to, through B) out of, in, with, by
C) out from, in, to, by D) from, by, to, in

25) Fill in the prepositions: *We are sending you a list... spare parts required ... normal operation ... the machinery.*

- A) to, by, of B) of, for, of C) of, by, of D) for, by, in

26) Fill in the prepositions: *A copy ... the Bill of Lading was dispatched ... you ... our letter.*

- A) to, by, in B) of, to, in C) of, by, in D) of, by, at

27) Fill in the prepositions: *All charges connected ... the opening ... the L/C are to be paid ... the expense... the Buyer.*

- A) with, of, for, of B) of, of, at, of
C) by, of, for, of D) with, of, at, of

28) Fill in the prepositions: *Our guarantee does not apply ... damage caused ... careless maintenance.*

- A) to, after B) with, in C) to, by D) with, by

29) Fill in the prepositions: *This offer is made subject to the material being sold ... the time ... receipt of your order.*

- A) at, of B) in, of C) to, for D) by, to

30) Fill in the prepositions: *The goods ... the present contract shall be shipped ... FOB basis.*

- A) of, at B) under, on C) under, in D) in, on

Test 4

1) Fill in the prepositions: *The Sellers has the right to effect advanced delivery of goods ... the Buyers consent.*

- A) in B) on C) with D) at

2) Fill in the prepositions: *... the present moment we have no free tonnage ... our disposal.*

- A) at, with B) at, at C) in, in D) in, at

3) Fill in the prepositions: *The Seller should submit the above said documents ... the Bank ... payment.*

- A) to, in B) for, to C) to, for D) by, to

4) Fill in the prepositions: *We are ready to supply you ... the equipment required ... you ... the following terms.*

A) to, by, at B) with, by, on C) with, by, at D) with, by, to

5) Fill in the prepositions: *The Seller is to examine the claim ... 15 days.*

A) in B) at C) by D) within

6) Fill in the prepositions: *We are obliged ... your enquiry and have pleasure ... offering you the following goods.*

A) for, to B) to, to C) by, at D) for, in

7) Fill in the prepositions: *We will cable you the name and capacity ... the tanker ... 5 days before her arrival ... Batumi.*

A) of, after, at B) of, in, to C) of, in, at D) of, within, in

8) Fill in the prepositions: *This firm has for some years past been dealing ... textiles.*

A) with B) to C) in D) on

9) Fill in the prepositions: *We consider that the price should be subject to the 5% discount stipulated ... clause S of the contract.*

A) to B) at C) of D) in

10) Fill in the prepositions: *Stormy weather prevented the ship ... being loaded yesterday.*

A) from B) to C) in D) by

11) Fill in the prepositions: *We would like to draw your attention ... paragraph 10 ... the contract... which are obliged to deliver the machine ... June.*

A) by, of, at, by B) to, of, in, in C) to, of, at, in D) of, to, in, to

12) Fill in the prepositions: *No order shall be binding ... the Sellers until confirmed ... them in writing.*

A) on, by B) by, with C) by, by D) to, with

13) Fill in the prepositions: *This guarantee applies only... goods ... our own manufacture.*

A) for, in B) to, in C) for, of D) to, of

14) Fill in the prepositions: *The Seller will pay to the Buyer penalty ... the rate of 10% ... the value of the said goods.*

A) in, of B) in, for C) at, of D) at, for

15) Fill in the prepositions: *The letter of credit is to be established ... the full value ... each lot to be shipped ... the contract.*

A) for, of, under B) from, of, under C) for, to, under D) in, by, against

16) Fill in the prepositions: *The goods are considered to be delivered by the Seller accepted by the Buyer ... respect ... quantity.*

- A) with, of B) with, to C) at, to D) in, of

17) Fill in the prepositions: *We wish to inform you that the increase of the cargo ... 500 tons as requested ... Sellers would practically mean ... us storage expenses... the above quantity for a period of at least two weeks.*

- A) by, by, for, on B) to, by, to, for
C) to, by, for, to D) by, by, to, on

18) Fill in the prepositions: *Both parties shall keep these samples... 2 months ... the date... delivery.*

- A) for, from, before B) within, on, of
C) for, from, of D) within, up to, after

19) Fill in the prepositions: *The oil was insured ... Ingosstrakh ... Russia ... usual marine risks.*

- A) in, of, against B) by, of, against
C) through, in, against D) by, in, against

20) Fill in the prepositions: *As a matter ... fact, our sales ... these goods have greatly increased.*

- A) to, of B) to, for C) of, of D) of, to

21) Fill in the prepositions: *Our letter dated the 5th May was sent... air-mail.*

- A) in B) at C) through D) by

22) Fill in the prepositions: *We can ship the goods ... regular intervals ... separate lots ... your option.*

- A) in, in, at B) at, in, for C) at, in, at D) at, in, to

23) Fill in the prepositions: *As a matter ... fact, our sales ... these goods have greatly increased.*

- A) to, of B) of, of C) to, for D) of, to

24) Fill in the prepositions: *The delay ... delivery ... the spare parts ... the machine has put us ... a difficult position.*

- A) of, of, to, into B) in, of, to, into
C) of, in, to, in D) in, of, into, to

25) Fill in the prepositions: *Each lot of the goods shall be covered ... a separate B/L.*

- A) at B) of C) with D) by

26) Fill in the prepositions: *Payment is to be made ... the Buyers ... installments.*

- A) by, by B) to, by C) to, in D) by, in

27) Fill in the prepositions: *The price is reduced ... 10 dollars.*

- A) for B) in C) by D) to

6) Kentucky Fried Chicken sells the ingredients and method of production to a retail shop. This type of retail arrangement is called a:

- A) co-operative;
- B) supermarket;
- C) franchise agreement;
- D) small local corner shop.

7) The commercial banks are a service whose purpose is which of the following:

- A) to help the government with its income tax problems;
- B) to provide a service that is used by manufacturers, wholesalers, retailers and consumers;
- C) to work with building societies to provide better services;
- D) to help overseas buyers to find a market for their goods.

8) Which of the following organizations provides the following service: 'It is a financial protection against an event that may happen'.

- A) the financial institutions;
- B) the merchant banks;
- C) the advertising agencies;
- D) the insurance companies.

9) Goods which are sold by the home country to an overseas country are called:

- A) Bills of Exchange;
- B) Bills of Lading;
- C) expensive goods;
- D) exports.

10) Which of the following is the kind of manufacturing that is often called the production line method?

- A) batch production;
- B) unit production;
- C) mass production;
- D) continuous process production.

Test 2

Business Organization and Finance

1) The name "equities" is given to:

- A) preference shares;
- B) ordinary shares;
- C) debentures;
- D) government securities.

2) A public limited company is owned by the:

- A) board of directors;
- B) government;
- C) shareholders;
- D) debenture holders.

3) The principles of unlimited liabilities apply to:

- A) private companies;
- B) the sole trader;
- C) public companies;
- D) co-operative retail societies.

3) How would a business organization normally raise capital for its everyday use?

- A) from money lenders;
- B) from the directors;
- C) from the commercial banks, as an overdraft;
- D) by raising a personal loan;
- E) by selling some of its raw materials.

4) Which of the following kinds of account does not pay interest?

- A) a Post Office savings account;
- B) a building society account;
- C) a commercial bank deposit account;
- D) a commercial bank current account;
- E) deposits made with financial institutions.

5) If you had a regular payment to make, for example a monthly mortgage payment, which would be the most convenient way of paying it?

- A) by sending cash to the building society;
- B) by sending postal orders to the building society;
- C) by banker's standing order;
- D) by cheques to the building society;
- E) by calling in to the building society every month and making a payment.

6) Personal loans are made to customers of banks and repaid in the following way:

- A) by making fixed payments every month;
- B) by making payments which are convenient to the customer;
- C) by making payments which are convenient to the bank;
- D) by paying the interest first and the loan later;
- E) by making arrangements with the bank manager to 'overdraw'.

7) Interest charged on an overdraft is charged in the following way:

- A) at the end of the month at a fixed rate;
- B) only on the amount owed to the bank at the end of each financial period;
- C) at an increasing monthly rate;
- D) after a three year period.

8) Which one of the following methods of saving does not guarantee the investor a return on his investment?

- A) National Savings Certificates;
- B) Premium Bonds;
- C) Trustee Savings Bank deposits;
- D) building society deposits;

9) Which of the following is a service supplied by most commercial banks?

- A) arranging hire purchase finance;
- B) issuing foreign currency and travellers' cheques;
- C) arranging hotel accommodation for good customers;
- D) giving a good commission for regular investors;
- E) sending a regular statement of share prices to every customer.

10) If a commercial bank wanted to pay a sum of money to another commercial bank it would use a particular method. Which of the following would it use?

- A) a regular banker's order;
- B) a banker's statement;
- C) an uncrossed cheque;
- D) a Bank of England cheque;
- E) a bill of exchange.

Test 4

Bank Accounts

1) If you open a deposit account at a bank:

- A) the bank will give you a cheque book containing uncrossed cheques;
- B) you will be allowed to withdraw your deposit on demand;
- C) you will be given a cheque book containing crossed cheques;
- D) you will receive interest on your deposit.

2) How do the bank know that the drawer's signature is genuine?

- A) by asking the payee if he was there when the cheque was signed;
- B) by comparing it with the drawer's specimen signature;
- C) by telephoning the drawer and asking him;
- D) by looking at a cheque previously signed by him.

3) The record of all payments into and out of a bank current account is called a:

- A) cheque;
- B) bank note;
- C) a paying in book;
- D) a bank statement.

4) There are normally three numbers on the bottom of a cheque. The middle one is usually the:

- A) cheque serial number;
- B) cheque number;
- C) branch number;
- D) account number.

5) Why is a counterfoil attached to most cheques?

- A) so that the bank can total them up at the end of the month;
- B) so that the drawer will recognize his or her own cheque book;
- C) so that the owner will have a permanent record of the cheques written;
- D) to keep the cheques in the correct order.

6) When the bank calls for a reference for a new account it will normally ask:

- A) another bank manager;
- B) someone who has had an account with them before;
- C) a local businessman;
- D) someone who has an account with the branch and who knows the new customer well.

7) When the drawer has insufficient funds to meet the cheque, the bank will return the cheque to the payee with the following abbreviation written on it:

- A) R.D;
- B) N.F.;
- C) I.O.U.;
- D) O.D.

8) A cheque may be dishonored for the following reason:

- A) the payee does not know the drawer;
- B) the payee receives the cheque too late;
- C) the signature is forged or illegible;
- D) it was presented at the wrong bank.

9) The person who writes out the cheque is called the:

- A) payer;
- B) writer;
- C) payee;
- D) drawer.

10) If you do not have a bank account and you receive a cheque, you may be able to get it cashed by asking a person with a bank account to cash it for you. Before the person will do this he will expect you to do the following to the cheque:

- A) take it to his bank;
- B) authorize its payment;
- C) endorse it by signing your name on the back of the cheque;
- D) put your address and telephone number on the back of the cheque.

Test 5

Transport

1) Valuable goods (such as diamonds from Amsterdam to London) are usually transported by:

- A) air;
- B) tramp steamer;
- C) ocean liner;
- D) container vessel;
- E) hovercraft.

2) The Baltic Exchange is concerned with:

- A) customs duty in Northern Europe;
- B) chartering ships and aircraft;
- C) buying and selling shipping shares;
- D) arranging shipping insurance;
- E) arranging shipping trips to the Baltic Sea.

10) Insurance may be defined as:

- A) the best thing for house owners and shopkeepers to do;
- B) the best way to prevent a fire or a burglary;
- C) a financial protection against an event which may happen;
- D) the thing which all sensible businessmen do.

Test 7

Retail Trade

1) A form of retailing frequently described as a collection of shops under one roof is called a:

- A) mail order house;
- B) department store;
- C) multiple store;
- D) supermarket;
- E) direct selling.

2) A form of retailing often referred to as 'fireside shopping' is a:

- A) department store;
- B) market stall;
- C) voluntary chain;
- D) variety chain;
- E) mail order house.

3) A loss leader is:

- A) the best product in the shop;
- B) an article in the Financial Times;
- C) a claim through an insurance company;
- D) an article sold cheaply to attract customers;
- E) a free gift with a purchase.

4) A mail order business usually differs from other forms of retailing because:

- A) a charge is made for delivery;
- B) no agents are used;
- C) goods must be paid for in cash;
- D) the buyer and seller never meet;
- E) the goods are displayed in a showroom.

5) Agents working for a mail order company are usually paid their commission:

- A) as soon as they make a sale;
- B) before the customer pays for the goods;
- C) in arrears by cheque;
- D) by standing order;
- E) by the customers.

6) Supermarkets are more likely to be able to offer their goods at a competitive price to their customers because:

- A) they give quick service;
- B) they are located in convenient places;
- C) they offer a personal service;
- D) they buy many of their goods in bulk;
- E) they have attractive displays.

7) Which one of the following types of retail outlets offers many personal services for the use of its customers?

- A) the supermarket;
- B) the variety chain;
- C) the department store;
- D) the mail order company;
- E) the voluntary chain.

8) If it is difficult to decide whether a retail shop is a multiple or a department store it will probably be a:

- A) supermarket;
- B) voluntary chain;
- C) a small shop;
- D) a variety chain store;
- E) a direct selling unit.

9) The person who controls a department in a department store is usually called the:

- A) supervisor;
- B) agent;
- C) accountant;
- D) buyer;
- E) personnel manager.

10) With which of the following kinds of retailing would the customer usually see the product advertised in a newspaper and send his payment by post?

- A) the supermarket;
- B) the multiple;
- C) the market stall;
- D) the voluntary chain;
- E) direct selling.

Test 8

Payments

1) An item will become your property after you have made the first payment if you have signed the following agreement:

- A) rental agreement;
- B) credit sale agreement;
- C) hire purchase agreement;
- D) loan agreement;
- E) purchasing agreement.

2) Which type of organization usually finances hire purchase and credit sale agreements?

- A) a building society;
- B) a chartered bank;
- C) bank discount departments;
- D) a finance company;
- E) the Loans Society.

- C) the hirer breaks the goods;
- D) the hirer brings the goods back to the shop;
- E) the hirer becomes unemployed.

10) If the government raises the percentage of deposit required under credit agreements and shortens the repayment period required it is probably:

- A) trying to raise more tax revenue;
- B) thinking of increasing the V.A.T. rate on the goods;
- C) trying to limit the amount of consumer credit spending;
- D) trying to increase the amount of consumer credit spending;
- E) trying to win more support from industrialists.

Test 9

Wholesale Trade

1) Which of the following services does the wholesaler often perform?

- A) offering credit to the manufacturer;
- B) selling direct to the consumer;
- C) providing showroom facilities for the manufacturer and the retailer;
- D) giving credit facilities to consumers;
- E) never allowing retailers any credit facilities.

2) In which of the following ways do mail order businesses differ from other forms of retailing?

- A) a charge is made for delivery;
- B) credit is never allowed;
- C) the buyer and seller never meet;
- D) goods may not be returned if unsuitable;
- E) brand-named goods are always sold.

3) When the wholesaler is omitted from the process of selling this is called:

- A) a hypermarket;
- B) integration;
- C) cash and carry;
- D) direct selling;
- E) containerization.

4) A product that is suitable for direct selling from manufacturer to retailer is:

- A) furniture;
- B) milk;
- C) food;
- D) carpets;
- E) electrical products.

5) What has caused the decline in recent years of the use of the wholesaler?

- A) the development of voluntary chains;
- B) the development of the mail order business;
- C) the development of door to door selling;
- D) the development of the co-operatives societies;
- E) the growth of large-scale retail units.

6) The wholesaler usually has his premises in the following location:

- A) in a group of shops on the edge of the town;
- B) next to the largest factory in the district;
- C) near to the ports so that he can satisfy export orders quickly;
- D) located near to as many supermarkets as possibly;
- E) in a warehouse near a large town or city.

7) The difference between the buying-in price and the selling price is often called:

- A) the mark-up; B) the minimum profit; C) the gross cost;
- D) the average cost; E) the marginal cost.

8) When a retailer buys his goods from the manufacturer or manufactures his own products, this is sometimes called:

- A) indirect selling; B) direct selling; C) mail order selling;
- D) convenience selling; E) cash and carry selling.

9) Which of the following is not a service which is provided by a wholesaler?

- A) advertising for the manufacturer;
- B) giving credit to reliable retailers;
- C) providing showroom facilities where the goods may be viewed by retailers;
- D) paying the manufacturer promptly for the goods which he supplies;
- E) not giving cash discount for orders paid for in cash immediately.

10) Trade discount is a discount given to the following:

- A) all good customers to the wholesaler;
- B) most customers who ask for it;
- C) only people who have their business listed in the Yellow Pages telephone directory;
- D) traders who can give proof that they are currently trading in the business;
- E) customers who can pay cash for their goods.

Test 10

Business Documents

1) What is the letter of enquiry?

- A) a letter asking for reference from a bank;
- B) a letter giving price details;
- C) a letter written by the retailer to the wholesaler asking him to give details of the goods which he can supply;
- D) a communication which all wholesalers make;
- E) a letter which enquires about the address of the retailer.

2) What is the name given to the list which gives full details of the goods which the wholesaler can supply their trade prices and any discounts available?

- A) the supplier's list; B) the processing list; C) the advice list;
D) the price list; E) the final list.

3) When a retailer decides that he wishes to purchase some goods from a wholesaler he will place the following with him:

- A) a weekly enquiry; B) a budget account; C) a market enquiry;
D) an order; E) a special discount.

4) The following document informs the retailer that the wholesaler has dispatched the goods to him:

- A) the order form; B) the credit note; C) the debit note;
D) the receipt form; E) the advice note.

5) The most comprehensive document produced by the wholesaler when he supplies goods to a retailer is the:

- A) enquiry; B) invoice; C) stock sheet; D) control voucher; E) copy.

6) Which document must the receiver sign and the driver produce when he or she delivers the goods to the retailer?

- A) the credit note; B) the advice note; C) the delivery note;
D) the order; E) the receipt.

7) At the end of the month the wholesaler will normally send the following to the retailer:

- A) the summary letter; B) the V.A.T. statement; C) the suspension list;
D) the statement; E) the advice note.

8) What is the name given to the document which acknowledges payment for goods?

- A) the receipt; B) the order; C) the advice form;
D) the money form; E) the goods invoice form.

9) If a retailer has to return damaged goods to the wholesaler, then the wholesaler will normally issue the retailer with:

- A) a damage certificate; B) a returns voucher; C) a credit note;
D) a debit note; E) a damage report.

10) If for any reason the wholesaler has undercharged the retailer, e.g. sent him too many goods, he will normally send him the following document:

- A) the debit note; B) the invoice advice; C) the undercharge letter;
D) the bank statement; E) the credit note.

Test 11

Advertising and Marketing

1) "Which?" is a magazine circulated mainly for the purpose of:

- A) advertising new consumer goods;
- B) providing independent advice to consumers;
- C) promoting new shops;
- D) recommending foods.

2) We associate the 'kite mark' with the:

- A) British Standards Institution;
- B) Consumers' Association;
- C) Consumer Council;
- D) Design Centre.

3) The cost of advertising usually falls on:

- A) the wholesaler;
- B) the retailer;
- C) the consumer;
- D) government.

4) Which of the following would be the most effective way for a small business to advertise?

- A) by hoardings;
- B) by local newspapers;
- C) by national newspapers;
- D) by national television.

5) If an advertisement describes the quality of a product it may be called:

- A) television advertising;
- B) persuasive advertising;
- C) technical advertising;
- D) trade fair advertising.

6) If a radio and television manufacturer wished to advertise its products to the wholesale trade it would probably use the following:

- A) handbills;
- B) cinemas;
- C) technical journals;
- D) television advertising.

7) Which of the following would indicate that advertising had been successful?

- A) more people made enquiries about your goods;
- B) more representatives called at your factory to see you about the goods;
- C) more goods were sold by you to the consumer;
- D) you decided to acquire new premises.

8) Apart from technical journals the aircraft industry also advertises its products by:

- A) television;
- B) trade fairs and shows of a similar kind;
- C) neon displays;
- D) hoardings.

9) What is an excellent way of making sure that the name of your product is always in the mind of the consumer?

- A) using neon displays;
- B) using hoardings;
- C) using a brand name;
- D) always advertising on the same day.

10) Which is the most expensive kind of advertising?

- A) local newspapers;
- B) handbills;
- C) radio;
- D) television.

Test 12

Foreign Trade

1) An unfavorable balance of trade is when:

- A) import costs exceed export earnings;
- B) export earnings exceed import costs;
- C) exports and imports are equal;
- D) the Chancellor of the Exchequer produces his budget.

2) The income from Britain's insurance earnings from abroad is referred to as:

- A) an invisible import;
- B) an invisible export;
- C) visible trade;
- D) sterling balances.

3) Great Britain's main exports are:

- A) chemical products;
- B) food;
- C) engineering products;
- D) alcoholic drinks.

4) Which of the following would be likely to cause other countries to retaliate?

- A) deflation in the economy;
- B) imposing import duties;
- C) increasing wholesale prices in the home country;
- D) nationalizing more of the nation's wealth.

5) One of the following is said to be the basis upon which international trade is built:

- A) good banking;
- B) good transport;
- C) specialization;
- D) good trade union organization.

6) Which of the following is an invisible export of Great Britain?

- A) oil;
- B) food;
- C) insurance facilities;
- D) engineering products.

7) What do we mean when we say that the pound has appreciated against other currencies?

- A) it is worth less;
- B) it is worth the same;
- C) it is worth more;
- D) it is worth proportionally less.

8) The terms of trade show:

- A) the balance of trade position;
- B) the relationship between export prices and import prices;
- C) the difference between the visible and invisible earnings;
- D) the value of the pound sterling against the American dollar.

9) Which of the following countries is not a member of the European Economic Community?

- A) France; B) West Germany; C) Spain;
D) East Germany; E) Republic of Ireland.

10) What is the name given to the secure storage which goods are placed in until import duties are paid?

- A) the main dock area; B) the storage sheds;
C) the embargo centre; D) the bonded warehouse.

Test 13

Export/Import Documents

1) What is the name given to the process of bringing goods direct from overseas into the home country?

- A) balance of trade; B) export provision;
C) direct importing; D) direct exporting;
E) storage.

2) What is the name given to people who buy foreign imported goods and then sell them to wholesalers in the home country?

- A) export merchants; B) import licensees;
C) warehousemen; D) import merchants;
E) direct exporters.

3) What is the name given to a person who makes bargains between buyers and sellers of goods?

- A) exporter; B) importer; C) broker; D) confirming agent; E) city agent.

4) What is the name given to the document which controls the flow of goods into a country?

- A) an audit report; B) an import auditor; C) an excise certificate;
D) import licence; E) Bill of Lading.

5) What is the name given to the receipt document for goods due to be exported by sea?

- A) Bill of Lading; B) certificate of origin; C) import licence;
D) letter of credit; E) shipping agent's receipt.

6) What is the name given to the document that can be used to obtain credit abroad? It is usually issued by a bank.

- A) a clearance certificate; B) a credit note; C) an overseas credit note;
D) a letter of credit; E) a consular invoice.

7) What is the name given to the place where goods have to be left until customs or excise duty has been paid?

- A) a bonded warehouse; B) an entry building; C) a customs shed;
D) an overseas duty building; E) an import warehouse.

8) What is the name given to the government department that provides insurance cover for exporters?

- A) the commercial department;
B) the Export Credit Guarantee Department;
C) the overseas insurance department;
D) the import and export insurance department.
E) the European Economic Community.

9) What is the name of the payment document that may be offered for sale on the discount market?

- A) the Bill of Exchange; B) a banker's draft; C) a standing order;
D) a direct debit; E) a discount order.

10) Most goods are normally paid for by one of the following:

- A) agreement orders; B) money orders; C) postal orders;
D) bank transfer; E) letter of credit.

Test 14

Working and Saving

1) What is the approximate size of the working population of Great Britain?

- A) 10 million; B) 15 million; C) 20 million; D) 25 million; E) 30 million;

2) Which of the following classifications of workers are said to be the most immobile?

- A) professional; B) managerial; C) technological;
D) skilled manual; E) unskilled manual.

3) If a person accepted a job at a salary of £7000 per annum what would be his gross annual income if he paid income tax at 25% and could claim allowances of £3000 per annum as a married man?

- A) £7000; B) £5250; C) £2250; D) £7750; E) £10000.

4) Income tax is paid to one of the following:

- A) the local tax and insurance department;
B) the Inland Revenue;
C) the Customs and Excise;
D) the department of government taxation;
E) the local town hall.

5) When income tax, National Insurance contributions, superannuation and other payments have been deducted from a worker's pay it is sometimes referred to as his:

- A) net allowance pay; B) contribution pay; C) disposable income;
D) taxable income; E) taxable allowances.

6) What is the major item of expenditure out of a worker's pay?

- A) clothing; B) entertainment; C) food;
D) housing; E) travelling.

7) When a person saves by depositing money in a building society which of the following amounts would probably receive the highest interest rate?

- A) £200; B) £2000; C) £20000; D) £40000; E) £80000;

8) Which of the following kinds of savings methods would probably carry the most risk?

- A) the building society; B) the purchase of ordinary shares;
C) deposit account of a commercial bank; D) local authority bonds;
E) the National Savings Bank.

9) If a saving does not fall in value as the cost of living rises it is probably:

- A) index linked; B) the blue chip bond; C) a debenture loan;
D) in a deposit account; E) in a current account.

10) The owner of the following kind of bond receives no interest, but may win a cash prize when the E.R.N.I.E. makes its monthly number draw.

- A) the Prize Bond; B) the Gilt Edged Bond; C) the Premium Bond;
D) the Government Bond; E) the Local Authority Bond.

UNIT 4

EXPRESS TESTS

Test 1

1) Translate from English into Russian: When managers motivate subordinates, direct the activities of others, select the most effective communication channel, or resolve conflicts among members, they are engaging in leading.

2) Translate from Russian into English: В современном мире существуют две основные экономические системы: капитализм и социализм. Что отличает их друг от друга, так это контроль над средствами производства и взаимодействие бизнеса и правительства.

3) Provide the correct Russian and English equivalents: To gain people's confidence. Основные критерии экономической политики.

4) Use the right form(s) of the verb in brackets: Neither the manager of the firm nor the employees \to satisfy\ with the results of their work last year.

5) Insert article(s) where necessary: ... English parliament consists of two chambers: ...House of Lords and ... House of Commons.

6) Fill in the blanks with prepositions where necessary: Personal property which has become incorporated ... real property belongs ... the owner of the realty irrespective of who owned the personal property ... such incorporation.

7) Ask questions: a) to the subject of the sentence; b) to the predicate: Our country exported much petrol and gas last year.

8) Use the phrase in the Passive voice: Contract law affects most aspects of any business operation

9) Answer the question: What is consideration? What forms can it take?

Test 2

1) Translate from English into Russian: Every agreement enforceable at law is a contract. This definition is far from correct. An agreement which cannot be enforced at law, because it doesn't fulfil the requirement of certain statutes, may be a contract.

2) Translate from Russian into English: Никогда раньше мир не имел таких безграничных возможностей для развития цивилизации. Но в то же время это мир, который переполнен опасностями и противоречиями.

3) Provide the correct Russian and English equivalents: To track a customer satisfaction level. Розничные и оптовые торговцы.

4) Use the right form(s) of the verb in brackets: The formal statement \to make\ by a witness in court \to call\ a proof.

5) Insert article(s) where necessary: Great Britain is ... constitutional monarchy ... kingdom.

6) Fill in the blanks with prepositions where necessary: A specialty, contract, or deed, is one that is not only reduced ... writing, but also executed ... seal, and delivered.

7) Ask questions: a) to the subject of the sentence; b) to the predicate: Commission agents will be transacting business for other persons in the near future.

8) Use the phrase in the Passive voice: Illegal considerations will not make binding contracts.

9) Answer the question: What are the main features of capitalism, as an economic system?

Test 3

1) Translate from English into Russian: A contract of sale is an agreement by which one or two contracting parties conveys a thing and passes a title to it in exchange for a certain price to another who on his part either pays the price or agrees to pay it.

2) Translate from Russian into English: Страхование- один из важнейших социальных институтов, необходимый для функционирования любой национальной экономики. Существует несколько способов страхования, наиболее известным из которых являемся страхование по основным категориям- жизни, здоровья, имущества.

3) Provide the correct Russian and English equivalents: To rise in price. Средства коммуникации.

4) Use the right form(s) of the verb in brackets: The process \to divide\ a total market into different segments is called market segmentation.

5) Insert article(s) where necessary: ... Lake Baikal is ... largest freshwater lake in ... Asia and ... Europe and ... deepest in the world.

6) Fill in the blanks with prepositions where necessary: All simple contracts, whether writing or made ... word ... mouth, require consideration to support them.

7) Ask questions: a) to the subject of the sentence; b) to the predicate: The customer transferred the required amount of money into his supplier's account.

8) Use the phrase in the Passive voice: Goods-producing firms produce tangible products or goods,

9) Answer the question: What are, in your opinion, the true causes of international conflicts and terrorism in our days?

Test 4

1) Translate from English into Russian: The process of dividing a total market into subgroups with similar characteristics is market segmentation. A simple example of segmentation is division of a total market into consumer and industrial.

2) Translate from Russian into English: При наличии избыточного спроса на товар на нерегулируемом рынке появляется тенденция к росту цен, поскольку потребители конкурируют друг с другом при ограниченном предложении. Эта тенденция сохраняется, пока избыточный спрос не будет устранен.

3) Provide the correct Russian and English equivalents: To have the right of disposal of the goods. Агентские договоры (контракты) и контракты личного найма.

4) Use the right form(s) of the verb in brackets: The competitive company \to offer\ an attractive price reduction now.

5) Insert article(s) where necessary: Europe's biggest river, ... Volga, flows into... Caspian Sea.

6) Fill in the blanks with prepositions where necessary: The offer or acceptance, or both, may be made either ... words or ... conduct.

7) Ask questions: a) to the subject of the sentence; b) to the predicate: People do not understand what to do with shares they have.

8) Use the phrase in the Passive voice: You will receive a warning for speeding if you drive fast.

9) Answer the question: What are the main topics of any international commercial contract?

Test 5

1) Translate from English into Russian: Product strategy extends beyond the physical item itself to include decisions about brands, labels, trademarks, packaging, guarantees, new product development and the product life cycle.

2) Translate from Russian into English: Гражданские правонарушения представляют собой вред, причиненный одним частным лицом другому частному лицу, его имуществу и репутации.

3) Provide the correct Russian and English equivalents: To enforce the laws. Потребительский рынок и рынок промышленных товаров.

4) Use the right form(s) of the verb in brackets: In the USA criminal cases (to hear) primarily in the courts of county jurisdiction.

5) Insert article(s) where necessary: There are many interesting and useful professions in our country, but to choose ... profession is not ... easy thing.

6) Fill in the blanks with prepositions where necessary: Rights and obligations may attach ... party ... a contract.

7) Ask questions: a) to the subject of the sentence; b) to the predicate: In a few days the competitive firm will proceed to allotment of its shares.

8) Use the phrase in the Passive voice: By conducting marketing research marketers will acquire the necessary information on consumer.

9) Answer the question: Who fixes the price if a contract is made?

Test 6

1) Translate from English into Russian: In most countries an important distinction is made between private (civil) and public law.

2) Translate from Russian into English: В течение многих лет я была директором частной школы для девочек. Каждое лето мы отправляем лучших учениц за границу на каникулы.

3) Provide the correct Russian equivalent: to veto the law

4) Use the right form of the verb in brackets: We're going (to spend/spending) a few days preparing this bill.

5) Use the phrase in the Passive Voice: Any congressman may initiate new legislation.

6) Put questions: a) to the subject, b) to the predicate of the sentence. In the third millenium humanity faces a lot of problems.

7) Answer the question: How do you understand the category of "economic system"? Try to define it.

Test 7

1) Translate from English into Russian: One can give his bank the charges for regular payments, such as rent, gas, water, or electricity bills and insurance premiums.

2) Translate from Russian into English: Это хороший обычай украшать город флагами по случаю важных мероприятий.

3) Provide the correct Russian equivalent: to live a busy life

4) Use the right form of the verb in brackets: We (to visit) our friend and now we are sure he will be all right.

5) Use the phrase in the Passive Voice: In case of disagreement firms deal with the problem by discussion.

6) Put questions: a) to the subject, b) to the predicate of the sentence. You should stay on the ground for some days after an operation.

7) Answer the question: What is business? What is ultimate goal of business?

Test 8

1) Translate from English into Russian: Wholesale dealers often have sales representatives who visit their clientele, and give them advice about the purchase.

2) Translate from Russian into English: "Вас подвезти до дома?" - "Благодарю вас, но я доеду автобусом. 75 обычно хорошо ходит в это время."

3) Provide the correct Russian equivalent: to contribute... to...

4) Use the right form of the verb in brackets: I can't stand (to watch) films about war.

5) Use the phrase in the Passive Voice: In 1855 he took his first group of tourists to Paris.

6) Put questions: a) to the subject, b) to the predicate of the sentence. We use this room only when we've got guests.

7) Answer the question: What does the planning function of management consist of?

Test 9

1) Translate from English into Russian: Modern trade cannot exist without the service banks perform. They also make it possible that business transactions go on cash terms.

2) Translate from Russian into English: Мы находимся в большом городском парке, где много деревьев и травы. Прекрасный летний день, светит солнце.

3) Provide the correct Russian equivalent: consumer market

4) Use the right form of the verb in brackets: I fell down when I (to run) through the park.

5) Use the phrase in the Passive Voice: Economics solve fundamental problems of development of each country.

6) Put questions: a) to the subject, b) to the predicate of the sentence. Nearly everyone agrees that Americans are friendly and polite.

7) Answer the question: On what principles, in your opinion, should international relations be built?

Test 10

1) Translate from English into Russian: Success in running your business, in the end depends on providing something your potential customers will want to buy from you.

2) Translate from Russian into English: Томас Кук был секретарем местной церкви. Его работой была организация железнодорожных поездок для членов церкви.

3) Provide the correct Russian equivalent: to a great extent

4) Use the right form of the verb in brackets: I (to study) at the Institute for four years.

5) Use the phrase in the Passive Voice: We never talk about religion or matters of finance.

6) Put questions: a) to the subject, b) to the predicate of the sentence. The hearing of the case starts at 8 a.m. on Sunday.

7) Answer the question: What does the staffing function of management include?

Test 11

1) Translate from English into Russian: Should a bank go bankrupt, the losses are going to be reimbursed from a special fund of the credit system.

2) Translate from Russian into English: Я не буду здесь долго. Я приду домой около пяти часов, если мне не придется долго ждать автобуса.

3) Provide the correct Russian equivalent: market forces of supply and demand

4) Use the right form of the verb in brackets: My parents (to come) here from Greece in 1985. I (to be) eight years old then.

5) Use the phrase in the Passive Voice: People will speak a lot about this new film.

6) Put questions: a) to the subject, b) to the predicate of the sentence. They are going to spend a couple of weeks in the country.

7) Answer the question: What are the main features of capitalism as an economic system?

Test 12

1) Translate from English into Russian: Nowadays humanity needs effective economic procedures and mechanisms which would guarantee rational use of natural resources as the common property of humanity.

2) Translate from Russian into English: В Москве ездить по городу на велосипеде опасно - очень много машин и нет специальных велосипедных дорожек на проезжей части.

3) Provide the correct Russian equivalent: to make an appointment

4) Use the right form of the verb in brackets: We came to the station on time but they (to leave) already.

5) Use the phrase in the Passive Voice: Many companies send catalogs to their consumers.

6) Put questions: a) to the subject, b) to the predicate of the sentence. The two women were sitting and talking like old friends.

7) Answer the question: What is profit in business?

Test 13

1) Translate from English into Russian: Psychiatry is a branch of medical science that concerns the emotional world of a person.

2) Translate from Russian into English: Кто-то постучал в дверь. Я никого не ждала, поэтому я была удивлена. Я подошла к двери и открыла ее. За дверью стояла моя подруга.

3) Provide the correct Russian equivalent: to make a will

4) Use the right form of the verb in brackets: I (to cross) the street when the car hurt me.

5) Use the phrase in the Passive Voice: You cannot stop the depletion of natural resources by the efforts of one state.

6) Put questions: a) to the subject, b) to the predicate of the sentence. He decided to stay in the office to think of the details of the contract.

7) Answer the question: What do factors of production comprise?

Test 14

1) Translate from English into Russian: The right to private property includes land, buildings, equipment and intangible property such as inventions.

2) Translate from Russian into English: Отель "Метрополь" находится в центре города. Это прекрасное старинное здание с лучшими традициями английского чаепития.

3) Provide the correct Russian equivalent: bad news does not come with a smile

4) Use the right form of the verb in brackets: My friends (to work) for Disney corporation, they (to be) designers.

5) Use the phrase in the Passive Voice: Every year world industry pollutes the atmosphere.

6) Put questions: a) to the subject, b) to the predicate of the sentence. I cut my hand on some glass the day before yesterday.

7) Answer the question: What is contract?

Test 15

1) Translate from English into Russian: I shall graduate from the University having the profession of an economist. In future I'm going to improve my skills and knowledge.

2) Translate from Russian into English: Билет на поезд стоил очень дорого. У него оставалось очень мало денег, так как потратил на путешествие слишком много.

3) Provide the correct Russian equivalent: on the eve of the holiday

4) Use the right form of the verb in brackets: There are laws which (to govern) working conditions.

5) Use the phrase in the Passive Voice: Contradictions affect every country as well as mankind's development.

6) Put questions: a) to the subject, b) to the predicate of the sentence. Many people think of a contract as a written agreement between people.

7) Answer the question: What are the main elements of any business contract?

Test 16

1) Translate from English into Russian: The service at the store should be fast and friendly. A retail dealer must have enough supply in order not to disappoint his customers.

2) Translate from Russian into English: Обычно я отвожу свою жену в супермаркет в субботу утром и жду пока она сделает покупки.

3) Provide the correct Russian equivalent: for the sake of

4) Use the right form of the verb in brackets: Yesterday morning he (not to go out) because he (to be) ill.

5) Use the phrase in the Passive Voice: In pure capitalism the buyers and producers regulate the marketplace.

6) Put questions: a) to the subject, b) to the predicate of the sentence. Dr. Parise went on a nine-day mission round the Earth.

7) Answer the question: What is market? What types of markets are there?

Test 17

1) Translate from English into Russian: The problem today is of determining whether or not the corporation can market the products it is capable to produce.

2) Translate from Russian into English: Мы живем в городе, но только потому, что я там работаю. На уикэнд мы всегда уезжаем за город.

3) Provide the correct Russian equivalent: to draw up (to make) a contract

4) Use the right form of the verb in brackets: Tony (to work) for the Disney Corporation. He (to meet) another imagineer this afternoon.

5) Use the phrase in the Passive Voice: We fill pillows with feathers so that they are soft.

6) Put questions: a) to the subject, b) to the predicate of the sentence. In pure capitalism supply and demand will balance each other.

7) Answer the question: What does economics study? What is the main subject of this science?

Test 18

1) Translate from English into Russian: A wholesale dealer should have enough money to pay his supplies in advance, while his customers are allowed a 2 or 3 months credit limit.

2) Translate from Russian into English: Мои родители приехали сюда из Греции. Мне было восемь лет. Когда мы приехали в Сидней, мы делили кров еще с одной семьей.

3) Provide the correct Russian equivalent: to solve urgent problems

4) Use the right form of the verb in brackets: In 1854 Thomas Cook (to give up) his job as a printer and (to take) his first group of tourists to Paris.

5) Use the phrase in the Passive Voice: Harmful substances pollute the land all over the world.

6) Put questions: a) to the subject, b) to the predicate of the sentence. St. Valentine performed marriage ceremonies for Roman soldiers.

7) Answer the question: What is management?

Test 19

- 1) **Translate from English into Russian:** The company becomes completely consumer oriented because most of today's products come about as a result of marketing research.
- 2) **Translate from Russian into English:** Опасно иметь при себе большую сумму наличных. Лучше воспользоваться банковским чеком путешественника, который можно обналичить в любом отеле или банке мира.
- 3) **Provide the correct Russian equivalent:** a developed/developing country
- 4) **Use the right form of the verb in brackets:** I don't mind (to do) my homework.
- 5) **Use the phrase in the Passive Voice:** We should take serious measures to save the environment.
- 6) **Put questions: a) to the subject, b) to the predicate of the sentence.** My friends always hire a car when they are in Britain.
- 7) **Answer the question:** What are the main managerial functions?

Test 20

- 1) **Translate from English into Russian:** Today the basic business is providing service. Service is involved in many large and profitable enterprises.
- 2) **Translate from Russian into English:** Англичане говорят, что у них три варианта погоды: когда дождь идет с утра, когда дождь идет днем и когда дождь идет целый день.
- 3) **Provide the correct Russian equivalent:** to accumulate savings
- 4) **Use the right form of the verb in brackets:** Usually we (to take) meals at home, but today we (to have dinner) at a restaurant.
- 5) **Use the phrase in the Passive Voice:** They mark the buns with a cross before they bake them.
- 6) **Put questions: a) to the subject, b) to the predicate of the sentence.** People would not risk the money if they get no profits.
- 7) **Answer the question:** What economic systems do you know? What distinguishes one economic system from another one, in your opinion?

ESTIMATION CHARTS

Correct answers	20	19	18	17-16	15-14	13-12	11-10	9-8	7-6	5-4	3-0
Points	"10"	"9"	"8"	"7"	"6"	"5"	"4"	"3"	"2"	"1"	"0"

Correct answers	30-29	28-27	26-24	23-21	20-18	17-15	14-12	11-9	8-6	5-3	2-0
Points	"10"	"9"	"8"	"7"	"6"	"5"	"4"	"3"	"2"	"1"	"0"

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