

English for Business

Preliminary Level

All Series 2007 Answers

More Infos:

www.lcciq.com

info@lcciq.com

Series 2 2007 Model Answers to SECTION A

A1 to A15 - One mark given for each of the following correct answers.

- A1 (b)
- A2 (c)
- A3 (a)
- A4 (a)
- A5 (b)
- A6 (a)
- A7 (a)
- A8 (c)
- A 9 (b)
- A10 (a)
- A11 (b)
- A12 (b)
- A13 (c)
- A14 (a)
- A15 (c)

A16 to A25 – Suitable answers would be:

- | | | | |
|-----|------------------------|-----|-------------|
| A16 | clock | A21 | three |
| A17 | six | A22 | black |
| A18 | a door | A23 | right, hand |
| A19 | above, filing cabinets | A24 | no, closed |
| A20 | 10 o'clock hand | A25 | three |

Series 2 2007 Modal Answers to SECTION B

- | | | | |
|----|-------|-----|-------|
| B1 | False | B6 | True |
| B2 | True | B7 | False |
| B3 | True | B8 | False |
| B4 | True | B9 | True |
| B5 | False | B10 | False |
| | | B11 | False |

Suitable answers would be:

- B12 It is in the town of Metroville.
- B13 Anna Morvillo and George Kern are speaking.
- B14 He left his lap-top computer.
- B15 It is afternoon.
- B16 The suit was dark blue.
- B17 The number seven is written there.
- B18 She wants to check who owns the lap-top computer.
- B19 Mr Kern's secretary is Miss Faye.

Series 2 2007 Model Answers to SECTION C

A suitable answer would be as follows.

MEMORANDUM	
To: Mr John Mafwenke	Date: 2 April 2007
From: Anna Morvillo	
Subject: <u>Misplaced lap-top</u>	
<p>Mr George Kern from Kern's Stores in Metroville phoned me this afternoon. He told me that when you visited his store this morning you left your lap-top computer there. You might not know this.</p> <p>He said you can collect the lap-top from the store. You know the address and opening hours. Mr Kern's secretary, Miss Faye now has the lap-top and you can collect it from her.</p> <p>It was very kind of Mr Kern to contact Useful Products and I hope you will thank him.</p>	

Series 3 2007 Modal Answers to SECTION A

A1 to A15.

A1	a	A9	c
A2	b	A10	b
A3	c	A11	c
A4	a	A12	a
A5	b	A13	b
A6	c	A14	a
A7	c	A15	c
A8	a		

A16 to A25 Suitable Answers would be:

A16 six
A17 two
A18 under, the clock **N.B.** Accept any suitable location
A19 10 o'clock
A20 his right hand
A21 four
A22 yes
A23 the clock
A24 open
A25 no

Series 3 2007 Modal Answers to SECTION B

B1 to B11. 1 mark is given for each correct true or false identification. The correct answers are as follows.

B1	False	B7	True
B2	False	B8	False
B3	True	B9	False
B4	False	B10	False
B5	False	B11	True
B6	True		

B12 to B19 Suitable answers would be as follows

B12 She works for *Positive Products*.
B13 It is morning.
B14 The company is based in the city of Archville.
B15 Peter's interview should be at three o'clock.
B16 There are storms and the runways are flooded.
B17 Mr Gopa is the Human Resources Manager.
B18 Peter will stay at the Hotel Parisienne in Archville.
B19 He will thank her in person.

Series 3 2007 Modal Answers to SECTION C

A suitable answer would be as follows:

MEMORANDUM		
TO	Mr Gopa	Date 5 th June 2007
FROM	Julia Popsha	
SUBJECT	Interviews for Chief Designer	
<p>One of the candidates for the Chief Designer Post, Peter Chekun, rang this morning. He is not able to come for the interview at 3 o'clock today. He is at his local airport in Petrovia and aircraft cannot take off because of the extreme weather conditions.</p> <p>Mr Chekun can attend the interview tomorrow. I see that there is no interview at 2 o'clock. Could he come at this time for the interview? If you agree with this please call Mr Chekun this evening. He is staying at the Hotel Parisienne in Archville and his cellphone number is 017639 842755.</p>		

Series 4 2007 Modal Answers to SECTION A

A1 to A15.

A1	(a)	A9	(a)
A2	(c)	A10	(a)
A3	(a)	A11	(b)
A4	(b)	A12	(c)
A5	(c)	A13	(b)
A6	(b)	A14	(a)
A7	(a)	A15	(c)
A8	(c)		

A16 to A25. Suitable Answers would be:

A16	seven
A17	three
A18	round
A19	any suitable item (e.g. filing cabinet, photocopy machine)
A20	two
A21	any suitable location (e.g. under the clock, between the windows)
A22	a (brief) case
A23	on a filing cabinet
A24	no
A25	afternoon

Series 4 2007 Modal Answers to SECTION B

B1 to B11.

B1	False	B7	False
B2	True	B8	False
B3	False	B9	True
B4	True	B10	False
B5	True	B11	False
B6	False		

B12 to B19. Suitable Answers would be:

B12	Pervisor of the Personnel Office of a large company.
B13	They spoke in the restaurant.
B14	They will paint the office on Thursday of next week.
B15	There are six.
B16	They will be painted white.
B17	The good news is that Nicola's staff can choose the colour of the paint.
B18	She must also tell him the number of doors and windows in the office.
B19	The office is very dirty and needs repainting.

Series 4 2007 Modal Answers to SECTION C

A suitable answer would be as follows:

MEMO	
To: John Seitz	Date: 7 November 2007
From: Nicola Atzori	
Subject: Painting the Personnel Office	
<p>We are very pleased that your staff will paint our office on Thursday of next week. I have spoken to my staff and the most popular colour is light blue.</p> <p>As you requested, I can tell you that there are four doors and three windows in the office. We would also like to ask if you could make sure all the furniture is covered before your staff paint the office.</p> <p>Thank you.</p>	