

Student Name: Miguel De Oliveira

Final Mark: 87,5/100 ---- 9 (nine)

Level: B1

Company: Accenture

Vocabulary (10pts total) – 10 points

- 1- Complete these sentences with compound words from the list (5 points – 0,5 points each). – 5 points

additional leave - *annual leave* - *core hours* - *flexitime* - *full pay* - *home-working*
overtime - *paternity leave* - *statutory pay* - *unpaid leave*

- a) Simon is away for two weeks on *paternity leave*. His wife has just had twins.
- b) Sorry, but we'll never finish the project in time unless we all do a couple of hours *overtime* every day this week.
- c) I find my job much easier now I can work *flexitime*. I can start after I take the children to school and finish later.
- d) The *core hours* are between 10.00 a.m. and 4.00 p.m. – everyone has to be in the office during these hours.
- e) My company is very generous, everyone has eight weeks' *annual leave*. It means I can go on longer trips with my family.
- f) Many people find *home-working* very convenient, especially if they have to commute a long distance to the office.
- g) I've used all my holiday this year, so I had to ask for some *unpaid leave* for my sister's wedding next week. It means next month's pay cheque will be a bit smaller.
- h) If you are off work because of illness, you get *statutory pay* which is usually less than your normal salary.
- i) Employees don't receive *full pay* if they are off work because of illness. The amount they get depends on how long they are off for.
- j) I had to ask my manager for two weeks' *additional leave* on top of my normal holiday when I went to Australia.

- 2- Choose the correct answer from the words in italics (5 points – 1 point each). – 5 points

- We offer many different services, but we *operate/specialize/produce* in cleaning and hygiene.
- Adidas has several *competitors/subsidiaries/products*, including Reebok and Nike.
- Generally speaking, our *employees/sales/makes* are very happy in their work.
- The company is *operated/produced/based* in Slough, just outside London.
- Most of the company's *revenue/sales/exports* comes from online sales.

Grammar (20pts total) – 18 points

- Complete the news story, using the present simple or continuous form of the verbs in the box (9 points – 1 point each). – 8 points

ask – be – consider – follow – look forward to – love – play – score – think – want

JOHNSON FOR NEW CONTRACT

City striker Simon Johnson has ¹ a new contract, and the club is ² the possibility of offering him a five-year deal, according to Johnson's website. The news ³ Johnson's winning goal in last Saturday's game against their rivals United. Johnson's agent told reporters: 'Simon ⁴ the best football of his career, and the fans ⁵ him. He ⁶ a lot of goals at the moment, and he ⁷ he can help the club to win the league. Simon ⁸ one of the best players at the club, and right now he ⁹ scoring lots more goals for them in the next twelve months.'

¹⁰

2- wants

3- Is considering

4- follows

5- Is playing

6- Loves – love

7- Is scoring

8- thinks

9- is

10- Is looking forward to

11- Complete the sentences with a gerund or to-infinitive (11 points – 1 point each): – 10 points

- a. He demanded **to speak** (speak) to the manager.
- b. I miss **going** (go) to the beach.
- c. He enjoys **having** (have) a bath in the evening.
- d. I really can't stand **waiting** (wait) for the bus.
- e. I'd love **to come** (come) with you.
- f. She admitted **stealing** (steal) the money.
- g. I love **swimming** (swim).
- h. He decided **to study** (study) Biology
- i. I hate **arriving** (arrive) too late.
- j. They practised **speaking** – **to speak** (speak) in French.
- k. I don't want **to leave** (leave) yet.

Reading (15pts total) – 13.5 points

Reading text: Digital habits across generations

Today's grandparents are joining their grandchildren on social media, but the different generations' online habits couldn't be more different. In the UK the over-55s are joining Facebook in increasing numbers, meaning that they will soon be the site's second biggest user group, with 3.5 million users aged 56-64 and 2.9 million over-65s.

Sheila, aged 59, says, 'I joined to see what my grandchildren are doing, as my daughter posts videos and photos of them. It's a much better way to see what they're doing than waiting for letters and photos in the post. That's how we did it when I was a child, but I think I'm lucky I get to see so much more of their lives than my grandparents did.'

Ironically, Sheila's grandchildren are less likely to use Facebook themselves. Children under 17 in the UK are leaving the site – only 2.2 million users are under 17 – but they're not going far from their smartphones. Chloe, aged 15, even sleeps with her phone. 'It's my alarm clock so I have to,' she says. 'I look at it before I go to sleep and as soon as I wake up.'

Unlike her grandmother's generation, Chloe's age group is spending so much time on their phones at home that they are missing out on spending time with their friends in real life. Sheila, on the other hand, has made contact with old friends from school she hasn't heard from in forty years. 'We use Facebook to arrange to meet all over the country,' she says. 'It's changed my social life completely.'

Teenagers might have their parents to thank for their smartphone and social media addiction as their parents were the early adopters of the smartphone. Peter, 38 father of two teenagers reports that he used to be on his phone or laptop constantly. 'I was always connected, and I felt like I was always working,' he says. 'How could I tell my kids to get off their phones if I was always in front of a screen myself?' So, in the evenings and at weekends, he takes his SIM card out of his smartphone and puts it into an old-style mobile phone that can only make calls and send text messages. 'I'm not completely cut off from the world in case of emergencies, but the important thing is I'm setting a better example to my kids and spending more quality time with them.'

Is it only a matter of time until the generation above and below Peter catches up with the new trend for a less digital life?

1- True or False (9 points – 1, 5 points each) – 7,5 points

- a. More people aged 55 or more use Facebook than people aged 65 or more. (T/F) -- 55-64 3.5m and 65+ 2.9m
- b. Grandparents typically use Facebook less than their grandchildren. (T/F)
- c. Sheila feels grateful to social media. (T/F)
- d. Peter found his own smartphone use affected how he felt about how much his children used their phones. (T/F)
- e. Peter has changed how much he uses his phone during the working day. (T/F) – evenings and at weekends..
- f. Peter feels that the change make him a better parent. (T/F)

2- Put the phrases in the correct group (6 points – 1 point each): – 6 points

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Teens	Parents	Grandparents

Teen – Like to keep their phones near them – Are less keen on Facebook

Parent – Are returning to older technology, Were the first generation to get smartphones.

Grandparent – Feel lucky to have the internet in their lives – Use social media to find old friends

Listening (15pts total) – 15 points

1- Multiple Choice (7,5 points – 1,5 points each) – 7,5 points

- a. Andrea is calling about....
 - i. Their first order
 - ii. A new product
 - iii. **Their latest order**
- b. Andrea needs a favour regarding
 - i. **An extension on their payment terms**
 - ii. The shipping
 - iii. The terms and conditions of the products.
- c. According to both of them, Andrea's cash flow problem will be solved after
 - i. A new meeting with clients
 - ii. **The new order is delivered**
 - iii. Different management positions
- d. Junko said that they
 - i. **can make the exception this time**
 - ii. cannot make the exception
 - iii. don't know if they can make
- e. At the end, Andrea asks Junko to send an email with
 - i. The delivery date
 - ii. The new order
 - iii. **The confirmation of the payment terms extension.**

2- Match the speaker: Who says....? (7,5 points – 1,5 points each) – 7,5 points

- Let me see what I can do (A/J)
- I promise this won't become the norm. (A/J)
- You'll be really helping us (A/J)
- I appreciate your help (A/J)
- I think we can make an exception this time (A/J)

Writing (20pts total) – 15 points

Choose one of the following options to write about:

- A professional profile.
- An email to one of the suppliers of your company asking for their new products.

Write between 150–200 words

Hi, Supplier A. I hope everything is going well ~~at~~ (WW) on your end

~~Today, I was reviewing~~ (T) This morning, I reviewed your catalogue that includes the new products you launched last week. I understand these new ~~elements~~ (WW) products will replace the old ~~solutions~~ (WW) items we used to purchase for our Division-A that ~~handle~~ (AGR) handles our Bakery Segment; (P) Is that correct?

~~On other hand~~ (GR) On the other hand, I want to check if the error #1111 we registered ~~2~~ (REG) two months ago will be solved ~~with~~ (WW) by them (REF) as well.

At the moment, we ~~are needing~~ (GR) need the following items:

From (GR/MW) the old catalogue:

Item 1223 x 10

Item e3243 x 20

Item aaa x 25

It is half of what we usually ask but our demand ~~it's~~ (GR) has been decreasing month by month. Also, from the new catalogue we would like to try the following products:

Item fdswf x 10

Item 435cd x10

Attached you ~~can~~ (WW) will find the details of each order.

I am looking forward to ~~connect~~ (GR/WW) speaking with you next week because it has been a while since we ~~connected~~ (WW) were in touch and I have a lot of information that I need to share with you. The information is mainly related to our future ~~growing~~ (WW) growth plans for ~~2~~ (REG) two out of ~~3~~ (REG) three segments and; (P) I want to provide a better explanation of why our demand is decreasing month by month.

Best regards,

Miguel

Criterion	Code(s)	Max Points	Score Obtained	Descriptors	Notes / Observations
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Grammar	GR, AGR, T	6	4.5	Accurate use of grammatical structures, agreement and tense.	Several grammatical errors affect accuracy, including verb forms (<i>are needing, looking forward to connecting</i>), tense choice, and agreement (<i>handles</i>). Meaning remains clear.
Vocabulary & Collocations	VOC, COLL, WW, MW	4	2.5	Appropriate range and accuracy of vocabulary and natural use of collocations.	Vocabulary is generally appropriate, but there are some inaccurate word choices (<i>elements, solutions, growth plans, will be solved with them</i>) and some business expressions could be more natural (<i>will find</i>).
Coherence & Cohesion	COH, REF	3	2	Logical organization of ideas and effective use of cohesive devices and referencing.	The email is logically organized, but the last paragraph contains an overly long sentence. There is also an unclear reference (<i>them</i>) and some unnecessary repetition.
Word Order & Register	WO, REG	3	2.5	Appropriate word order and consistent use of an appropriate	The register is generally suitable for a business email. Word order is mostly

				register.	accurate.
Spelling & Punctuation	SP, P	3	2.5	Accurate spelling, capitalization and punctuation throughout the text.	Minor punctuation issues (capitalization after a full stop and comma usage). Spelling is generally accurate.
Overall Adequacy	—	1	1	Fulfilment of the task, including content, format, communicative purpose and required length.	The email responds to the task appropriately, includes the requested information, and falls within the required 150–200 words .

Speaking (20pts total) – 16 points by

Create a short presentation about your responsibilities (including your responsibilities). You can use Canva, PowerPoint or any resource that you consider necessary.

Criterion	Max Points	Points Awarded	Descriptors	Observations
Clarity & Fluency	5	4	Ability to communicate ideas clearly, maintaining a natural flow of speech.	Speaks confidently and maintains a good level of fluency. Occasional hesitation occurs when expressing more complex ideas, but communication remains effective.
Grammar Accuracy & Structures	5	3	Accurate and appropriate use of grammatical structures and verb tenses.	Demonstrates good control of basic and some intermediate structures. Minor grammatical errors are present but do not

				interfere with understanding.
Vocabulary Range & Precision	4	3	Use of varied, appropriate, and precise vocabulary according to the communicative task.	Uses appropriate vocabulary to express ideas effectively. Some repetition and occasional lack of precision with more complex vocabulary.
Content & Organization	4	4	Ability to develop and organize ideas logically while fully addressing the task.	Fully addresses the task with relevant, well-organized ideas and appropriate supporting details.
Register & Appropriacy	2	2	Appropriate use of tone, register, and interaction according to the communicative context.	Maintains an appropriate register throughout the task and interacts confidently with the partner.
TOTAL	20	16/20		Very good performance. The student communicates clearly and confidently, demonstrating solid B1 speaking skills. Continued work on grammatical accuracy and lexical range will support further progress toward B2.