**Kingdom of Bahrain**

**MINISTRY OF EDUCATION**

**DIRECTORATE OF EXAMINATION/EXAMINATION CONTROL**

**SECOND SEMESTER EXAM 2016/2017**

COURSE NAME: BusinessEnglish TRACK: Unified Tracks

COURSE CODE: Eng.215 TIME: 2 Hours

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**Listening 1 (5 Marks)**

**Listen to the conversation between Claudia and Max talking about training and decide whether the following statements are true ( ✓) or false ( × ).**

1. Claudia complains that the training budget is too small. ( )
2. Max argues in favour of management training. ( )
3. There isn't enough money for both types of training this year. ( )
4. They decide that they will offer one type of training this year. ( )
5. Max doesn't like the idea of the Mondays-only schedule. ( )

**Listening 2 (5 Marks)**

**Listen to Ingrid Watson, a sales representative, describing her company's new product, the TIK-99 and choose the correct answer a, b, or c.**

1. **Ingrid says that the TIK-99 is:**
2. healthy b. nice looking c. comfortable
3. **The TIK-99 looks like:**
4. A mobile phone b. an MP3 playerc. a watch
5. **The case and band are:**
6. one colour b. two colours c. three colours
7. **You can control the TIK-99:**
8. by speaking b. by using the navigation window c. over the internet
9. **You can talk using TIK-99 for:**
10. 40 hoursb. 20 hoursc. 30 hours

**Reading 1 (10 Marks)**

**Read the following article from the "Financial Times" and answer the following questions.**

**Working abroad by Rhymer Rigby**

*A period overseas is seen by many as an important addition to your CV. But how do you make sure that it really works to your advantage?*

1. "Think carefully about the job," says executive coach, Nicola Bunting. "Does it fit in with your **career** goals or are you being attracted by the lifestyle? Also before you go, you need to have a re-entry plan." Kevan Hall, chief **executive** of the international people management group, Global Integration, says you shouldn't underestimate the culture shock. "Go out there beforehand. See what you're getting into."
2. Nigel Parslow, UK managing director of Harvey Nash executive search, says staying where you are may not be possible if you work for an **organisation** that has overseas **operation**s. He adds that the good thing is the experience you gain is also very attractive.
3. The biggest is family. This can be particularly hard for people in the middle of their careers who may have children at school. Mr Bunting says: "There's your wife's career too. Some people's spouses try and commute back and I'd really advise against this as it makes an already stressful situation even more difficult."
4. Mr Hall says: "There's been a power shift to Asia, and that, coupled with low growth in America and Europe, means that particularly if you're ambitious you might want to spend some time there."
5. Many people say two to three years. But this will vary according to the country and organisation. MrParslow thinks that if you spend too long abroad, you can end up with a not entirely positive **expat** label attached to you.
6. **Match the following headings to the correct paragraph. Note that there is an extra heading. (5 Marks)**

…………. Is there an ideal length of time?

…………. What about the destination?

…………. What are the advantages and disadvantages?

………… Is the money good?

…………. What are the personal considerations?

…………. What should I consider before I go?

1. **Match the following words to the correct definitions according to the article. Note that there is an extra definition.(5 Marks)**

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| --- |
|  **career executive organisation operation expat** |

1. …………………..a group of people who work together for the same purpose.
2. …………………..someone who does not live in their own country.
3. ………………….an activity that is planned to achieve a particular purpose.
4. ………………….the job that you do during your working life to earn money.
5. …………………..a short written description of your education.
6. ………………….**someone in a high** [**position**](http://dictionary.cambridge.org/dictionary/english/position)**,** [**especially**](http://dictionary.cambridge.org/dictionary/english/especially) **in** [**business**](http://dictionary.cambridge.org/dictionary/english/business)**, who makes** [**decisions**](http://dictionary.cambridge.org/dictionary/english/decision) **and puts them into** [**action**](http://dictionary.cambridge.org/dictionary/english/action) **someone in a high** [**position**](http://dictionary.cambridge.org/dictionary/english/position)**,** [**especially**](http://dictionary.cambridge.org/dictionary/english/especially) **in** [**business**](http://dictionary.cambridge.org/dictionary/english/business)**, who makes** [**decisions**](http://dictionary.cambridge.org/dictionary/english/decision) **and puts them into** [**action**](http://dictionary.cambridge.org/dictionary/english/action)someone who has an important job in a business and makes decisions.

**Reading 2 (10 Marks)**

**Read the following article about Foxconn and answer the following questions.**

Foxconn, one of the world's largest electronics manufacturers, is planning to have as many robots as workers in its China factories within three years, according to Terry Gou, chairman and chief executive.

Foxconn, China's biggest employer, produces Apple's iPad and other electronic gadgets. The group currently employs 1 million workers but has just 10,000 robots on its production lines.

Mr Gou outlined the company's plans at a Foxconn gathering late last week in Shenzhen, a coastal manufacturing centre in southern China. According to people who attended the function, the chief executive said the group would have up to 300,000 robots next year and 1 million two years from now, highlighting the drastic changes China-based manufacturers are making as competition for labour increases.

'This is part of a broad automation push among China-based manufacturers,' said Alvin Kwock, head of hardware technology research at JP Morgan. 'It signals that the cost of labour is no longer lower than the cost of capital.' Salaries for migrant workers, the main part of Foxconn's China workforce, rose 30-40 per cent last year. And that trend is continuing.

Foxconn says it wants employees to move 'higher up the value chain beyond basic manufacturing work'.

Many local governments are hoping that Foxconn will create large-scale employment in their backyard, and the group is building several large new factories in inland cities where labour costs are lower.

Analysts, however, believe the group's automation plans are an important part of its expansion strategy. 'Foxconn has been comparatively slow when it comes to automation,' said MrKwock. "Automating an old factory is difficult because you then have to redesign the floor plan, so you want to introduce automation as part of a new plant.' This is not the end, in Chengdu, where one of the group's large new factories is located, government officials say Foxconn is expected to employ 100,000 workers by the end of the year and eventually reach a headcount of 300,000.

1. **Decide whether these statements are true (✓ ) or false ( × )according to the article. (5 Marks)**
2. Foxconn is a retailing company. ( )
3. The company is planning to use more robots in its factories in the future. ( )
4. Currently, salaries for workers in china are increasing. ( )
5. It isn't easy to install new robots in an old factory. ( )
6. Foxconn currently has 300,000 workers in Chengdu. ( )
7. **Read the article and choose the correct answer to complete the sentences. ( 5 Marks)**
8. **Famous products of Foxconn's are**

a. iPads b. robots c. factories

1. **The Foxconn Group currently has …………….……. robots.**
2. 10,0000 b. 1 million c. 300,000
3. **Using robots in a factory is an example of ……………….……**
4. marketing b. distribution c. automation
5. **Foxconn is building factories ……………………. of China.**
6. in the central part b. outside c. near the borders
7. **Foxconn is currently ………………………. its business.**
8. expanding b. downsizing c. ending

**Writing 1 (10 Marks)**

Read the advertisement and **write a covering letter ( 80 words) applying for the job.** Your name is Alex Jones and your address is PO Box 147, London.

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| **AchievementInternational School****P.O Box 5810, Manama, Bahrain****Teacher assistant required**The school is looking for an English teacher assistant.**The following requirements are essential**\*At least 3 years of experience\*Know how to deal with small kids\*Ability to prepare activities for the subject\*Motivated and energetic.  |

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**Alex Jones**

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| Task Focus 2½ | Organisation 2½ | Language Accuracy 2½ | Appropriateness 2½ | Total 10 |
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**Writing 2 (10 Marks)**

 **Choose ONE question ONLY to answer**

**(Write about 50 - 80 words)**

**A**. You are the marketing manager of **Lulu Hypermarket** and your name is **Noor Ali**. You want to have a meeting with all staff next Wednesday to discuss the new marketing policy. **Write an e-mail to all your staff inviting them to the meeting considering the following:**

1. Where and when is the meeting?
2. What is the meeting about?
3. Ask everyone to confirm if they can attend.

OR

**B.** You are part of a marketing team. Your manager asked you to**write an advertisementfor one** of the following items.

 

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| --- | --- | --- | --- | --- |
| Task Focus 2½ | Organisation 2½ | Language Accuracy 2½ | Appropriateness 2½ | Total 10 |
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**End of Exam**