

Intelligent Business

Unit 13 Review questions from the Pre-intermediate Coursebook

1. *Just-in-time delivery* means ...
 - a. deliveries which arrive late.
 - b. supplying goods a very short time before they are needed.
 - c. ordering goods long before they are needed.
2. A company is productive ...
 - a. if it produces large amounts of goods.
 - b. if it has up-to-date equipment.
 - c. if it uses time, money and raw materials efficiently.
3. If you find it difficult to meet deadlines, you should read a book about ...
 - a. analysing productivity.
 - b. effective time management.
 - c. staff motivation.
4. When talking about productivity, *demand* means ...
 - a. a situation where something arrives late.
 - b. supplying items for the company to use when it needs them.
 - c. a customer's need to buy certain goods.
5. Which of the following deals with faults and problems in the factory?
 - a. up-to-date technology
 - b. quality control
 - c. assembly line
6. A staff shortage is most likely to occur ...
 - a. on weekdays.
 - b. when business is slow.
 - c. at holiday times.
7. Which sentence is correct?
 - a. Helpful managers are highly respected by their colleagues.
 - b. Slowly workers are often not efficient.
 - c. A recently study looked at productivity in the UK.
8. Which sentence is correct?
 - a. All our employees well speak English.
 - b. All our employees speak well English.
 - c. All our employees speak English well.
9. You are in a meeting and there are only five minutes left and still one topic to discuss. You say:
 - a. We need to be quickly.
 - b. We don't have much time.
 - c. Time is running away.
10. You want to discuss something in a meeting and time is short. You say:
 - a. Quick, could we talk about ...
 - b. Could we talk quick about ...
 - c. Could we quickly talk about ...

