Intelligent Business

Unit 4 Review questions for the Upper Intermediate Coursebook

1) To do something in 'real time' means ...
   a) to do it thoroughly.
   b) to do it when you have time.
   c) to do it instantaneously.

2) A 'blog' is a type of ...
   a) database.
   b) diary.
   c) information network.

3) The intranet is a way of accessing information for ...
   a) the people inside one company organisation.
   b) the whole world.
   c) management levels only.

4) A digital dashboard ...
   a) keeps managers informed of what’s currently going on in the company.
   b) is used to plan future goals and tasks.
   c) keeps employees informed of the latest company news.

5) Which of the following 'tag' questions is NOT correct?
   a) You couldn’t give me a hand, could you?
   b) You’re not going home, are you?
   c) You have finished the report, did you?

6) 'Why didn’t you ask for help if you couldn’t open the file?' is an example of ...
   a) making a suggestion.
   b) expressing irritation.
   c) asking politely.

7) 'Do you have any idea when you’ll be finished?' is an example of ...
   a) an embedded question.
   b) a closed question.
   c) a hypothetical question.

8) When a company monitors the behaviour and activities of its employees, this is known as "...
   a) data protection.
   b) surveillance.
   c) code of conduct.

9) Industrial espionage is about gathering information using ...
   a) open sources.
   b) confidential procedures.
   c) illegal methods.

10) Companies should avoid putting ________ information on their intranet site.
    a) detailed
    b) sensitive
    c) current