

Certyfikat uniwersytecki z terminologią ekonomiczną dla studentów Wydziału Ekonomiczno – Socjologicznego i Wydziału Zarządzania na poziomie C1 sprawdzający umiejętności językowe w zakresie rozumienia tekstów fachowych, formułowania jasnych, dobrze zbudowanych wypowiedzi pisemnych i ustnych na tematy z zakresu szeroko rozumianego świata biznesu i elementów ekonomii.

**UNIVERSITY OF LODZ BUSINESS CERTIFICATE
UPPER INTERMEDIATE LEVEL (SAMPLE)**

I. Match the terms below with definitions placing the appropriate letter in the box against the number.

0.	h	durable	a. working from home using a computer and the Internet.
1.		telecommuting	b. consumer goods that sell quickly.
2.		remuneration package	c. equipment or property used to secure a bank loan.
3.		cutting edge	d. a type of fraud when somebody illegally gets money from their employer.
4.		royalties	e. all the pay and benefits that an employee receives.
5.		FMCG	f. the total value of goods and services produced in a country's economy.
6.		liabilities	g. the figure that shows the company's total profit or loss.
7.		collateral	h. something that lasts a long time
8.		bottom line	i. payments you make for using the design under licence.
9.		GDP	j. amounts of money owed by a business considered together.
10.		embezzlement	k. the most advanced stage in the development of something .

(punktacja 10 x 1 = 10 punktów)

II. The sentences below are incorrect. Identify the lexical or grammatical error, underline it, make a correction.

EXAMPLES:

0 I am writing in reply of your letter of June 1.

00 I look forward to hear from you.

<i>to</i>
<i>hearing</i>

1. For a person who has graduated at Harvard she has a rather low salary.
2. Stop it ! I hate telling me what I shouldn't do.
3. If the manufacturer had repaired the machine properly, he hadn't had to pay a penalty.
4. Yesterday our company has won the tender for reconstructing this 19th century manor.
5. The UN suffers of the lack of adequate funds.
6. The candidate is clever but he lacks of experience.
7. I can't describe this chart. Neither I can.
8. The prices might go down in the months to come. The sooner we would sell the car the better.
9. In Poland the most frequently encountering taxes are: VAT, income tax, excise tax.
10. The brakes are tested by a sophisticated computer programme at the moment.

(punktacja: 10 x 2 = 20 punktów)

IIIa. Complete the text below with the words given.

It is said that a professional service firm - a company of, lawyers or auditors, for example - is the best model for tomorrow's organisation in any industry. These firms are typically informal and in their structure, and good at teamwork and knowledge-sharing. In contrast, the world's big old corporations can easily be portrayed as crawling along behind.

The reality is perhaps more subtle. The rapid which professional service firms (PSFs) are experiencing is causing them management problems which the typical big corporations addressed long ago. They are turning themselves into, trying to co-ordinate themselves rather than by country. The more sophisticated big corporations today are moving towards the partnership model, with flexible structures which actively involve But the bigger PSFs are moving the other way. They are becoming the clumsy giants of the future.

However, there are positive aspects of PSFs - leadership, for example. The secret of good leadership is to guide and steer people without actually them. This means being very clear about the firm's If these are clear, then leaders can be flexible, encouraging employees to come up with their own solutions to problems. The leader's job is to watch carefully and adjust people back towards the objectives. Because of this approach, in many PSFs, nobody is expected to spend more than half their time on management in the conventional sense.

Teams are essential in PSFs and are central to the training process. A huge amount of the training employees receive is in the discussion and with those who have been down that road before. When young people join the firm, they join teams. This works when there are enough senior people with enough time to devote to them.

At the same time, it is vital that people do not identify with the team too closely. The leadership is in ensuring you don't create firms within firms. So you move people from group to group and you organise around clients. As well as focusing on the clients' needs, it's also important to keep the firm's needs in mind. It's relatively easy to narrow your focus to those clients that concern you, and leave worrying about your people as a whole to someone else. But the one thing which absolutely motivates junior people to stay is that senior people demonstrate they care about needs within the firm.

debate / conglomerate s / employees / objective s / skill / growth / globally / consultants / managing / flexible

(punktacja 10 x 1 = 10 punktów)

IIIb. For the above text encircle the answer A, B, C or D which you think fits best.

1 In the first paragraph, professional service firms are praised because they

- A** have specialist knowledge.
- B** are not organised in a rigid way.
- C** influence big corporations.
- D** do not rely on teamwork.

2 The writer says that professional service firms are responding to growth by

- A** trying to be more sophisticated.
- B** going into industrial activity.
- C** organising themselves internationally.
- D** focusing on their employees.

3 The writer says that good leadership is important because

- A it can change people's ideas.
- B many employees avoid responsibility.
- C people need strong management.
- D it makes everyone work towards the same goal.

4 What is said about teams in the text?

- A They save time for the company.
- B They can be changed frequently.
- C They combine experience with discussion.
- D They suit the way young people work.

5 According to the writer, what is the disadvantage of having teams?

- A It can lead to high staff turnover.
- B It may result in customers' needs being neglected.
- C They seldom generate new business.
- D They may operate separately from the rest of the company.

(punktacja 5 x 2 = 10 punktów)

IV. Use the word in capitals to form a word that fits in the space in the same line.

Most people today agree that we ought to be as (0)*economical*..... as possible in our use of natural resources , particularly energy , and to limit (1) to a minimum. (2) sometimes argue that producers should either clean up their production process, i.e. limit the amount of waste and (3) they produce , or be forced to close down. (4) often reply that it is frequently uneconomical to clean up, and impossible if their (5) do not face the same constraints. Furthermore, if all polluting industries were closed down, the economy would quite simply collapse. They suggest that many ecologists are simply (6) or naive when it comes to economics. Some economists suggest applying market (7) , i.e. finding the way to give financial rewards to producers who (8) in the use of energy , and who pollute less, and also to (9) polluters, but without the use of taxes. Many ecologists disagree, as they see pollution as a moral issue rather than an (10) one.

ECONOMY
POLLUTE
ECOLOGY
EMIT
MANUFACTURE
COMPETE
IGNORE
SOLVE
ECONOMY
PENALTY
ECONOMY

(punktacja 10 x 1 = 10 punktów)

V. In 80 - 100 words describe changes that have occurred in companies in the last decade.

(punktacja 20 punktów)

VI. You have ordered a Longman Dictionary of Contemporary English with CD-ROM, but you received a Cobuild English Dictionary. Write a letter of complaint (120 - 180 words) to the Consumer Service Department PIW using the prompts below :

- *You received the dictionary you had never ordered*
- *The dictionary was delivered torn and dirty*
- *People in the bookshop were unhelpful and didn't want to solve the problem*
- *Ask them to replace the dictionary and demand an explanation*

(punktacja 20 punktów)