UNIVERSITI UTARA MALAYSIA
PEPERIKSAAN SEMESTER DISEMBER SESI 1990/91

KOD KURSUS : BI1022 ENGLISH FOR BUSINESS AND MANAGEMENT I
TARIKH : 8 JUN 1991 (SABTU)
MASA : 9.00 - 11.00 PAGI (2 JAM)
TEMPAT : DKG 2 (1-6)
          DKG 3 (1-4)

ARAHAN:

1. Kertas soalan ini mengandungi TUJUH (7) Bahagian: Bahagian 1, 2, 3, 4, 5, 6, dan 7 dalam SEBELAS (11) muka surat yang bercetak.

2. Anda dikehendaki menjawab SEMUA soalan.


NO. MATRIK: ____________________________  (dengan perkataan)

(dengan angka)

NO. KAD PENGENALAN: _______________________

JANGAN BUKA SOALAN INI SEHINGGA DIBERI
ARAHAN 27
PART 1: LISTENING

(A) Read the following sentences and as you listen to the lecture decide whether they are true or false according to the lecture. Write T (true) or F (false) in the space provided after each sentence.

1. The speaker says that this last talk is a serious lecture. __________

2. The students that the speaker is concerned with are those who have been learning a subject through the medium of English. __________

3. Progress is probably slow in foreign language learning. __________

4. The student makes few linguistic errors when he is under pressure. __________

5. Contact with people is affected by a student's slow or hesitant speech. __________

6. The student controls the language, rather than the language controlling the students. __________

7. The ways in which a student can help himself in language learning can be grouped in three categories. __________

8. The student can help to tackle his problems and can make effective progress by setting himself a number of very high aims. __________

(8 points)
(B) Listen to this conversation between the Personnel Manager and the Marketing Manager of a firm concerning the recruitment of a marketing specialist. As you listen, fill in the missing details on the candidate specification form below.

<table>
<thead>
<tr>
<th>CANDIDATE SPECIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Job title</strong>: Marketing specialist</td>
</tr>
<tr>
<td><strong>Sex</strong>: ____________ <strong>Age range</strong>: ____________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Essential Criteria</th>
<th>Desirable Criteria</th>
<th>Undesirable Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Working Experience</strong></td>
<td>- 5 years’ experience in industry</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Educational record</strong></td>
<td></td>
<td>- Business diploma but no science degree</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Personal details</strong></td>
<td>- Resident in area</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Non-working life</strong></td>
<td>- community interests</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Attitudes</strong></td>
<td>- ____________, - ____________, - impatient,</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(17 points)
PART 2: MIXED TENSES

Directions: Supply the appropriate verb form in each blank. Look at each sentence carefully to determine how it fits into context with the previous sentences. When choosing a verb, consider agreement, tense, and voice (active/passive).

Example: Immigration to America has undergone many changes since the first European arrived.

With the exception of the Indians, all the people in the United States are immigrants. They came at widely differing times, however. At first there were no laws prohibiting the number of people who were allowed to enter the United States. For instance, in the year 1910 alone, over one million foreigners made the United States their home. Many U.S. citizens whose families immigrated earlier were concerned. "These new people are taking our jobs," they said. Many of the "new" immigrants spoke English, and they found conditions in America very different from what they had imagined before they left their native countries.
In 1921 and 1924, strict laws (11) ___ passed ___ that greatly (12) ___ restrict ___ the entry of people emigrating from some countries. In 1965, the laws (13) ___ changed ___ so that the country of origin (14) ___ was ___ the determining (be [negative]) factor. There (15) ___ was ___ limits in the number who (be) (16) ___ allowed ___ to enter each year, however. Since 1970, there (17) ___ was ___ an enormous increase in the number of immigrants from countries that had had very few before: El Salvador, Vietnam, and Korea, for instance.

The United States (18) ___ is ___ one of the most (have) diverse populations imaginable, as people have come here like waves upon the shore, ever since the first explorers (19) ___ landed ___ . Today Congress is still considering the question of who (20) ___ are allowed ___ to become a U.S. citizen.

(20 points)
PART 3 : CONNECTORS

Directions: Re-express the following sentences by substituting the underlined words with the words given in brackets. DO NOT change the meanings of the original sentences. Do not include the phrase "the fact that" in your answer.

Example: a) Although it was raining, we went swimming.
        b) (despite):
            We went swimming despite the rain.

1. a) Because the weather was bad, the trains were late.
    b) (owing to):

2. a) Even though they were lazy, they passed the test.
    b) (in spite of):

3. a) She left early so as she could catch her train.
    b) (so that):

4. a) As they were behaving stupidly, I lost my temper.
    b) (due to):

5. a) Because he was clumsy, he broke the teapot.
    b) (because of):

(10 points)
PART 4: PHRASAL VERBS

Directions: Complete the sentences with the correct verb in its correct form.

Example: Celia Hammond gave up a successful modelling career fifteen years ago to concentrate on saving London's cats.

1. How do you __________ on with Miss Sharmala. Is she as unfriendly as people say?

2. We haven't got much time. We will have to __________ up with a solution to the problem soon.

3. You should __________ out this last paragraph. Your report will be a great deal more forceful if you delete it.

4. He will __________ out a statement to the press at noon. After that, he won't have anything more to say on that subject.

5. After we've __________ all the facts out for you, you will understand the reasons why we've decided to raise the tuition fees.

6. We're __________ up a new business, and we've just been talking to our lawyers because we need legal advice concerning the matter.

7. The candidate is going to __________ off his campaign with a television speech. He's chosen television to begin his campaign because it will enable him to reach a big audience with just one appearance.

8. The plan __________ for exact timing. If things aren't done on schedule, the whole plan will fail.

9. You'll have to get a lawyer to __________ up the affidavit. If you try to draft if yourself, you'll get it all wrong.

10. The newspapers have __________ up their attacks on our candidate. I suppose they've increased the attacks because he seems to be winning some popular support.

Answers:

1. ___________  2. ___________
3. ___________  4. ___________
5. ___________  6. ___________
7. ___________ 8. ___________
9. ___________ 10. ___________

(10 points)

PART 5: DISTINGUISHING BETWEEN COMPLETE SENTENCES AND INCOMPLETE SENTENCES

Directions: Decide if the following groups of words are complete sentences (CS) or incomplete sentences (I). Write the correct answer (I or CS) in the space provided after each sentence.

1. Although they were certain they could meet the deadline. ___________

2. Forgiveness, a word often used, but seldom understood. ___________

3. Refusing to answer the question, the witness stood silently in front of the judge. ___________

4. Answer the question before leaving the room. ___________

5. The writer, Hemingway, who wrote a book about the lost generation. ___________

6. The lecturer will discuss a problem which has confused the whole class. ___________

7. That statement which was quoted in the paper which came today. ___________

8. What I rarely enjoy is a difficult math puzzle which demands concentration and patience. ___________

9. When the quality of education has improved recently. ___________

10. Malaysia, whose economy is booming, a very low unemployment rate. ___________

(10 points)
PART 6 : READING COMPREHENSION

(A) Directions: Read the text below and answer the questions that follow. Choose the BEST answer and write it (A, B, C, or D) in the space provided.

BUSINESS

Although the composition and role of the board of directors of a company will vary from one organization to the next, a few generalizations may be made. As regards the composition of the board, customarily some directors are prominent men and women selected to give prestige to the group. Others are usually chosen from among retired executives of the organization for their specialized knowledge of the company.

It is generally true that, as long as the top management maintains the confidence of the board of directors, the directors will not actively intervene to dictate specific policies. This is the same administrative procedure usually followed by the board of trustees of a college or university, and is similar in many respects to the parliamentary system of ministerial responsibility practiced in Great Britain.

1. The word prominent in line 5 most nearly means

   (A) professional      (C) important
   (B) ethical           (D) elderly

2. Who generally formulates policies for a company?

   (A) top management
   (B) a dictator
   (C) the board of directors
   (D) retired executives

3. According to this passage, who would not be a likely candidate to be chosen as a member of the board of directors of City Bank?

   (A) a retired president of City Bank
   (B) a respected lawyer
   (C) a City Bank employee
   (D) a state senator
4. The title below that best expresses the ideas in this passage is

(A) The Board of Directors
(B) The Board of Trustees
(C) The Parliamentary System
(D) Management

(4 points)

(B) Directions: In the following text five (5) words are in heavy type (boldface). Find the keyword from the box below that is closest in meaning to each of these words, and write it in the space provided underneath the text.

<table>
<thead>
<tr>
<th>KEYWORDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>pay</td>
</tr>
<tr>
<td>usable</td>
</tr>
<tr>
<td>collect</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Hyperinflation is defined as an economic condition during which there is a steep increase in prices. In accordance with the laws of economics, three factors combine to create (1) this condition. First, demand must be much greater than the supply of available goods. Second, the country must continuously create and thereby build up an ever-increasing supply of money. Third, the governmental processes (2) that are used to collect taxes must be crippled. Let's imagine a country where production is barely accomplishing its goal, to keep up with demand. When this happens, the government should decrease the salaries of the workers by raising taxes. But the government is powerless to collect the taxes, so (3) it prints more money to compensate for the goods it must purchase. This new money goes to the workers (4) who produced the goods; as a result, the people are not forced to give up certain things for a while - (5) they actually become richer. While this might appear to be a positive step, it is actually regressive. Every month the government is forced to print more and more money, thereby increasing (6) its liabilities until it is destroyed. The only way to prevent total economic collapse in such a situation is for the government to increase taxes in a manner that is characterized by impartiality to everyone involved.
1. steep
2. crippled
3. accomplishing
4. give up
5. impartiality

(5 points)

(C) What do the following words refer to?
1. this condition:
2. that:
3. it:
4. who:
5. they:
6. its:

(6 points)

PART 7: EDITING (ERROR DETECTION)

Directions: The paragraphs below contain ten (10) errors in the verb tenses and forms. Circle the errors and write down the correct answers below the errors. Do not circle more than 10 errors.

(A) Scientists knew for many years that chimpanzees are one of the most intelligent animals. Chimpanzees have taught to use simple tools such as the brush, cup, hammer, and spoon.
In recent experiments with chimpanzees, scientists have taught them sign language. One young chimp learned 40 different signs for specific subjects and understands some language concepts such as adjective, adverb, and verb.

Another experiment showed that a chimpanzee can form a kind of sentence once he learn a number of words. Some chimpanzees have even been learned how to use money!

(B) One thing is certain about tomorrow’s job markets: dramatic shifts will occur in unemployment patterns. These changes are going to affect how we work and how we are educated and train for jobs.

Major shifts in the job market won’t necessarily means major changes in the numbers of people employed. What the changes do mean is that many of the old jobs will disappear. Unemployment was an ongoing problems. If the current recession were to end tomorrow, probably 1.2 million of the more than 11 million unemployed in the United States today will never be able to return to their old jobs. This loss of jobs calls structural unemployment.

(10 points)

GOOD LUCK!

HAVE A NICE BREAK!

38
PART 1 : ____ /25
PART 2 : ____ /20
PART 3 : ____ /10
PART 4 : ____ /10
PART 5 : ____ /10
PART 6 : ____ /15
PART 7 : ____ /10

TOTAL : ____ /100

% : ____ % \((X/100 \times 40)\)

PEMERIKSA : 

RAH/NY
29/4/91