Answer key

1 Building a career

1.1 About business The education business

teleomarketing, personal referrals, weekends at Harvard, mail shots, travelling silbeconers.

- 25,000 applications for the new academic year
- 97% of applications were accepted
- 80% ultimately decided to attend
- 10% of admitted students came from abroad
- 35 staff in Fitzsimmons' team
- \$45,700 the annual tab for tuition, room and board
- \$60,000 parents who make less aren't expected to pay
- 8000 alumni voluntoors.

- Purchase high school juniors' names from examination boards.
- Send 70,000 or so letters to high school juniors.
- Visit 140 US cities and travel to other countries.
- Send out 8,000 alumni voluntoers to identify possible candidates.
- Sort applications and give a score from one to six.
- Local subcommittees discuss the case for and against each candidate.
- Professors, alumni, and students lobby successful candidates by phone. towite applicants to spend a weekend at Harvard in April.

4

- seventuer 3 aposition it
- spoulter 4
- speaker 2

1.2 Vocabulary Education and career

1 gain 2 sequire 3 improving 4 boosting 6 going to 7 making 8 receive 9 obtain 10 enhance

I worked in several departments and gained knowledge about all espects of

I believe this job will allow me to acquire new skills and boost my earnings. My gap year in the States definitely improved my employability, and working for HBM certainly enhanced my CV.

On my Business studies course I received tuition from practising managers and obtained experience on work placements.

1 finance 2 arrange 3 borrow 4 support 5 obtain 6 win 7 subsidire

S obstalies 46 moles

Student A.

I wasn't a very motivated student when I was younger, so I failed my exams in 1999 and had to retake them the following summer. I'd already decided I wanted to take a gap year then go to business school, so this time I completed all the coursework and revised thoroughly; I passed easily. I sport a year abroad as an assistant in a secondary school and then went to business school – I'd already applied and successfully attended an interview before resitting my exame.

bettern: resetting my numers.

In my second year as an undergraduate, I spent a semester as an interm at Its my second year as an undergraduate, I spent a semester as an interm at Its whet Packard, which was very rewarding, in fact, I went straight into a job at IPP after I graduated the following june. They encountaged me to do a Master's degree by correspondence — I just have to finish welting a dissertation. I need a look is to study for an MBA in a few years' time.

Student B.

I wasn't a very motivated student when I was younger, so I had to retake my exams in 2000 after I failed them the year before. I'd already decided that before going to business school I wanted to take a gap year. I gassed easily because this time I completed all the coursework and ervised thoroughly. I'v already applied and successfully attended an interview at a business. school, so after resitting my exame I spent a year abroad as an assistant in a secondary schoot.

I spont a semester as an intern at Hewfett Packard in my second year as an undergraduate, which was very rewarding. In fact, after I graduated the following June I west straight into a job at HP. I'm now writing a dissertation for a Master's degree by correspondence which HP encouraged me to do. I may take a sabbatical to study for an MBA in a few years' time. but I recoil a break first.

5

- contacted
- prosented.
- recognitted. 4 three imend
- STREET, STREET,
- exceeded dictioned

- 460 lies placemented.
- managed / motivated miothrated / mamaged Mindle.
- a fractioned.
- 102 degree sure

10.76

- to be resting, to take a subbatical to be laid off, to be made redundant
- to be promoted, to join a company to quit, to give in your notice
- to be on assignment, to be transferred
- to be suspended, to be dismissed 464

新港

- He's intending to quit his job because his company loops giving him assignments in different countries. He needs to give in his notice three months before he can leave.
- She was laid all when they modernized the company, then made redundant when they couldn't find any work for her.
- He's been suspended for not wearing a safety helmet, but he thinks the company want to dismiss him.
- He joined the company four years ago and has just been promoted. She's on secondment in Paris, and she's being transferred to Vancouver.
- He's resting at the moment, and considering taking a subbatical to write in Property.

BIT THE

Name Both	Number Lucy	Names Med
Problem: Started up successful electronics company. Resigned when he disagned with his CFO. Sell shares? What next?	Problems: previously worked as sessanthes, teacher, then securitary. Fined for writing stories at work. Do creative writing course, or look for another job?	Problem: Designed and sold product to local govt. when in high school. Drop out of prestigious business school to start own business?

1.3 Grammar Tense review

When I left school I wasn't sure what to do next. I had applied for a place at university, but while I was revising for my exams I had already decided that I didn't feel ready for university: I had read a lot about East Africa, and one day when I was watching a TV documentary about Ethiopia, I suddenly knew that that was where I was going, In fact it was while I was working with an NGO in Ethiopia that I became interested in business.

- heaving best finishhead
- arm currently working. consider
- Proper South
- have agreed
- have been designing
- 擊 have been looking
- NO COURT IN

B1 30

- If I get the job, I will try to make repelf available as soon as possible, but If wrouldn't be able to start immediately unless IPC agreed to let me go. Your see, if I make a committeent I do my best to respect it. If by any chance the job were based in Konya, I would take it anyway.
- even though I'd profer to use my Amharic.

In the short term, I hope (1) I'll become a department manager quite quickly. Eve learns a lost about management on the MBA, and (2) I'm going to put the theory into practice as soon as I can. On the personal front, (5) I'm petting marked next June: over the sext coople of years my flancé (4) is going to write TV and moovie scripts, so (5) he going to be totally mobile and happy to move as necessary.

B- 10

Exercise 5 severally. processors advergator promotes combinations **CHARGERS** W and recognisions. promotes allegable primared constitutions and communication at the moment present continuous of Season promotest alleagable.

Di Sangaran Sangar Ma

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