

**Cambridge Assessment English, Business Preliminary -
Test of Listening. Sample Test 2**

To be recorded on (Date):

Actors:

Rubrics:

Note:

PART ONE

Example:

Actors:

Question One

Actors:

Question Two

Actors:

Question Three

Actors:

Question Four

Actors:

Question Five

Actors:

Question Six

Actors:

Question Seven

Actors:

Question Eight

Actors:

PART TWO

Actors:

Notes:

PART THREE

Actors:

Notes:

PART FOUR

Actors:

Notes:

**Cambridge Assessment English, Business Preliminary – Test of
Listening. Sample Test 2**

TAPESCRIPT

(R = Rubric)

R: Cambridge English, Business Preliminary – Listening. Sample Test 2.

You will hear an introduction to each part of the test and you'll have time to look at the questions before you listen.

You'll hear each piece twice.

While you're listening, you should write your answers on the question paper.

You'll have time at the end of the test to copy your answers onto the separate answer sheet.

There will now be a pause. Please ask any questions now, because you must not speak during the test.

PAUSE 00'10"

Now open your question paper and look at Part One.

Part One. Questions 1 to 8.

For **questions 1 – 8** you will hear 8 short recordings. For each question, mark one letter (**A**, **B** or **C**) for the correct answer.

Here is an example: **Who is Anna going to write to?**

PAUSE 00'05"

M: Anna, that supplier we use has become very unreliable, and we've decided to look for another one.

F: Seems a good idea.

M: We don't need to inform our clients, but could you send a note round to all our departments when we've decided who to replace the supplier with?

F: Yes, of course.

PAUSE 00'05"

R: The answer is A.

Now we are ready to start.

You will hear the eight recordings twice.

PAUSE 00'05"

R: 1: Which graph shows the company's levels of borrowing?

PAUSE: 00'05"

M: Company borrowing in the first half of this year was below last year's levels. Borrowing reached 40,000 in February, before dipping in March, then climbing again immediately to exceed its earlier peak. This was (*fade*) because...

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 2: What time will the man see Mr Stevens?

PAUSE: 00'05"

M: Hello, I've arranged to see Mr Stevens at a quarter to three this afternoon, but I really need to see him urgently this morning. Is he free?

F: Mmm... there's nothing until 2.00 today..... actually let's say 2.15, as he's attending a business lunch.

M: All right, I'll keep my original appointment then. It'll have to wait. Thanks anyway.

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 3: What does Steve say they should do about the meeting?

PAUSE: 00'05"

(*answerphone message*)

M: Steve here. My flight's delayed. You could start the meeting without me, or wait for me. But maybe we should postpone. I don't want to, but I think that's what we'll have to do. Sorry about that.

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 4: Why are they looking for a new supplier?

PAUSE: 00'05"

M: We'll need another supplier for the new order.

F: What's wrong with the existing one? I know quality hasn't always been first class.

M: It's not that. They're usually reliable. But this new order means we'll need to double our output and our supplier hasn't the production capacity to provide those amounts.

F: I see. We might even find a less expensive one, too.

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 5: What will the Safety Inspector look at first?

PAUSE: 00'05"

M: Hello. I'm here to do the regular safety inspection.

F: Oh... the production manager's in the packing department. Can I show you round?

M: OK. Let's start with your paint stores, and then the assembly line.

F: I can show you the assembly areas... we don't store paints at this site any more.

M: Fine. And then we'll meet your manager in the packing department.

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 6: What time will the man ring back?

PAUSE: 00'05"

M: Is Mr Davis there, please?

F: I'm afraid he's in a meeting – it's due to finish at 11.

M: OK. I'll ring again at 11.30.

F: Could you possibly make that 11.45? He's rather busy.

M: Mmm, I'd prefer a quarter past, if you don't mind. I've got a meeting myself later this morning.

F: All right, I'll let him know. And your name is...?

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 7: Which chart shows the company's performance last year?

PAUSE: 00'05"

M: How did the company do last year?

F: Well, it started off quite low and things didn't move at all for the first six months.

M: So it was looking better by the end of the year?

F: Certainly was.

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: 8: What will the company's next market research focus on?

PAUSE: 00'05"

F: Our latest research shows that consumers in the home market are satisfied with our products. We now plan to look at Eastern Europe, and establish how many potential customers there are. It's a mistake to simply follow our competitors.

PAUSE: 00'05"

[repeat]

PAUSE: 00'05"

R: That is the end of Part One.

PAUSE: 00'05"

R: Part Two. Questions 9 – 15.

Look at the notes below.

Some information is missing.

You will hear a man leaving a message for a colleague about a hotel's conference facilities.

For each question **9 – 15**, fill in the missing information in the numbered space using a **word, numbers or letters**.

You will hear the recording twice.

R: You have 10 seconds to read through the notes.

PAUSE: 00'10"

R: Now listen, and fill in the missing information.

F: Hello, Charlotte here. I'm not available so please leave your message after the tone.

M: *(answerphone message)* Hello Charlotte, Luke here. I'm calling about the financial services conference. I've just been to the Grand Hotel to check out their facilities. Their biggest room holds 300 when it's arranged in a theatre layout. We've already had enquiries from about 250 people about the conference so I think we should go for that one.

It's called the Goldsworthy room - G-O-L-D-S-W-O-R-T-H-Y. They could put in 20 rows of seats – the area of the room's 24 by 12.75 metres, so that's the maximum number you can have according to fire regulations....

Now dates – we wanted mid-July, but it's already booked from the 14th to the 16th, so I've gone ahead and asked for the 12th.

They've pencilled that in for us and I have to confirm it in writing by the 31st of March – they usually get a lot of bookings from the 25th onwards – so the sooner we can make a decision the better.

Then..... the price. We'll get it for £760 – there's an introductory discount for new clients – it's normally £980 per day for that room. We can discuss catering later – the main thing is we've got the conference room..... They've given us a reference number – it's JQZ9880. And the contact at the Grand is Victor Price. *(fade) OK? Speak to you soon. Bye.*

PAUSE: 00'05"

R: Now you will hear the recording again.

[repeat]

PAUSE: 00'05"

R: That is the end of Part Two. You now have 10 seconds to check your answers.

PAUSE: 00'10"

R: Part Three. Questions 16 – 22.

Look at the notes about a conference centre.

Some information is missing.

You will hear part of a guided tour of the centre by the conference manager there.

For each question **16 – 22**, fill in the missing information in the numbered space using **one** or **two** words.

You will hear the recording twice.

R: You have 10 seconds to read through the notes.

PAUSE: 00'10"

R: Now listen, and fill in the missing information.

F: Good morning everyone. My name's Janet Porter and I'm going to show you round the conference facilities here at the Chiltern Centre. The first thing you probably noticed as you drove here today is the Centre's excellent location, with the motorway just five minutes away. This allows us to operate a free bus service to and from the airport, which takes about 50 minutes.

Okay, this is our main conference room, which holds 400 people. It's fully equipped as you can see. The chairs can be set in rows like this or, for a smaller number of people, around tables. We provide speakers with a radio microphone which allows them to walk around freely. All delegates receive our information pack in which they'll find a map and writing materials. Now, at the back of the room you'll see two doors – each leads to an open area, where we provide coffee. Lunch is served in our restaurant on the ground floor.

There are four rooms on this floor that are suitable for exhibitions and the Green Room, just at the end of the corridor is perfect for seminars. I'm afraid it's in use today so I can't show you. Now we'll take the lift to the third floor. Just near the lift you'll see our noticeboard, which is for the use of conference delegates. Here on the third floor, we have our Business centre, which has internet facilities, fax and phone. There's a member of staff here from 7 am until 10 pm, who can help with any social programme, for example booking theatre tickets, or recommending restaurants in the city.

Right, are there any questions so far?

PAUSE: 00'05'

R: Now you will hear the recording again.

[repeat]

PAUSE: 00'05'

R: That is the end of Part Three. You now have 20 seconds to check your answers.

PAUSE: 00'20"

R: Part Four. Questions 23 – 30.

You will hear a business journalist, interviewing Tom Warren, the MD of Mirador, a beauty products company. Mirador has just agreed a joint venture with CDLE, a French cosmetics company.

For each question, **23 – 30**, mark one letter (**A, B** or **C**) for the correct answer.

You will hear the recording twice.

You now have 45 seconds to read through the questions.

PAUSE: 00'45"

R: Now listen and mark **A, B** or **C**.

F: Mr Warren, thanks for talking to me today.

M: Not at all.

F: Firstly, let's talk about the new joint venture you've just announced with the French group, CDLE. What will Mirador get from the deal with CDLE? Is investment involved?

M: Not in the manufacturing side. In this deal we become *distribution* partners. We will get from CDLE all the experience of their top beauty care laboratories, which are the most technologically advanced in the world. What we can offer *them* is our own expert knowledge of the UK market.

F: How soon do you expect the new deal to show in the company's results?

M: Well, I don't expect any immediate dramatic improvement. In the current year's results, in fact, I expect no increase, nothing important, anyway. In the following year, though, I'm confident of excellent results.

F: So good news to come. That's interesting, because there were worries about falling profits, particularly in your export market, weren't there?

M: Yes, profits have fallen. This is a result of the constantly changing exchange rates in the countries we deal with – not usually to our advantage. However, we've actually seen a 6% increase in export sales. One reason is because we've considerably improved our export product mix.

F: But you're confident of Mirador's future?

M: Oh, absolutely, yes, we're very confident that our order books will be full next year. This is because of the very high level of enquiries about our products that we are experiencing... . And now, we're about to start planning a whole range of exciting product launches for the new year.

F: I see. So what would you say's been the main focus for Mirador in the past year?

M: Well, instead of expanding into the retail market in Europe like other companies have, what we've actually done is concentrate on our commitment to customer service in the UK. In the coming year, we will aim to strengthen our focus on product development and design.

F: I noticed that Mirador's turnover was, well, disappointing let's say, from January to April of this year. Why was that? Was it just that you had the traditional low sales after the new year break?

M: The real cause of the problem was simply that retailers didn't need to order very much from us at the beginning of the year because their own stock levels were so high. And so our turnover figures looked low. These figures will increase when supplies of the new products reach the shops.

F: Ah yes, I see. Back to the new venture. Which market are you aiming for with your new products?

M: What we want to do is move away from branded products that you purchase in specialist retailers or the best department stores and get our products onto the shelves of quality supermarkets, with their own labels on them, just like they do in France.

F: Excellent. One more question – what aspect of the business do you think you need to pay most attention to now?

M: The last year's seen a lot of changes for us – we've had a major reorganisation of the three business divisions, involving quite a lot of staff recruitment, development and retraining. Over the next few months, we've got to have a number of meetings with CDLE and concentrate on reviewing our long term business plan for the company.

F: *[fade]* It's good to hear you so confident, Mr Warren. *[fade]* Thank you for talking to me.

PAUSE: 00'05"

R: Now you will hear the recording again.

[repeat]

PAUSE: **00'05"**

R: **That is the end of Part Four.** You now have ten minutes to transfer your answers to your answer sheet.

PAUSE: **9'00"**

R: You have one more minute.

PAUSE: **1'00"**

R: **That is the end of the test.**