

Selbsteinstufungsbogen CEF (Common European Framework for Modern Languages)

BASIC USER

A1 - Break-through

Social language: Auf sehr einfache Fragen und Begrüßungen kann geantwortet werden.

Telefonieren: Einfache Telefonate können angenommen und weitergeleitet werden.

Textverständnis: Einfache allgemeine Texte / Formulare werden verstanden, Fachtexte jedoch nicht.

A2 - Waystage

Social language: Bekannte Alltagssituationen können bewältigt werden. **Telefonieren:** Hilfe/Rückfragen nötig bei entgegenkommenden Muttersprachlern. **Meetings:** Fähig in bekannten Sprachbereichen.

Verhandlungen: Keine Möglichkeit zu aktiver Verhandlungsführung. **Präsentationen:** Nur mit Skript,

Textverständnis: Fachtexte des täglichen Gebrauchs werden verstanden. **Textproduktion:** Kurze Nachrichten, können inhaltlich korrekt aber grammatikalisch und idiomatisch in einigen Bereichen falsch produziert werden.

INDEPENDENT USER

B1 Threshold

Social language: Allgemein gute Kommunikationsfähigkeit mit Lücken. **Telefonieren:** Komplexe Sachverhalte können klar und zusammenfassend kommuniziert werden. **Meetings / Verhandlungen:** Aktive Teilnahme möglich, selten Verständnisschwierigkeiten. **Präsentationen:** Komplexere Präsentationen können nach Vorbereitung frei gehalten werden. **Textverständnis:** Souveränes Verständnis der meisten Standard – Textformen **Fachsprache:** Umfängliche Kenntnisse Fachtexte des Arbeitsbereichs. Gute Kenntnisse verwandter Bereiche.

Textproduktion: Sprachliche Probleme in der Produktion von komplexen Berichten und Verträgen.

B2 Vantage

Social language: Gute Kommunikationsfähigkeit in vielen Alltagsbereichen. **Telefonieren:** Auch bei komplexen Inhalten und unter Zeitdruck souveränes Agieren. **Meetings / Verhandlungen:** Aktive, differenzierte Gesprächssteuerung, Lücken nur bei Verhandlungstechniken **Präsentationen:** Frei auch zu nicht vorbereiteten Themen. Bewusster und überzeugend. **Textverständnis:** Schnelles, inhaltlich korrektes Erfassen auch langer Texte. **Fachsprache:** Detailliertes Know-How. **Textproduktion:** Sehr gute Kenntnisse aller Standardformen und Kreativität bei der Textproduktion. Gelegentliche Unschärfen bei Stilebenen.

PROFICIENT USER

C1 Effective Operational Proficiency

Social language: Sehr gute, überzeugende Kommunikationsfähigkeit in allen Situationen und bezogen auf verschiedene Stilebenen. Sicher in interkulturellen Feinheiten. **Telefonieren:** Keine Probleme in der Praxis. Intention und Inhalte des Telefonats werden klar transportiert. **Meetings / Verhandlungen:** Auch in Stresssituationen erfolgt eine effektive, überzeugende Verhandlungsführung. **Präsentationen:** Kann Präsentationen frei und im Bewusstsein um interkulturelle Feinheiten halten. **Textverständnis:** Versteht und bearbeitet alle Textformen schnell und effektiv. **Fachsprache:** Detailliertes Know-how vieler Bereiche. **Textproduktion:** Fähigkeit, verschiedene Stilebenen sicher anzuwenden und zu variieren.

C2 Mastery

Social language: Ausgezeichnete Kommunikationsfähigkeit, wird oft für Muttersprachler gehalten.

Telefonieren: Keinerlei Missverständnisse. Unerwartete oder komplizierte Situationen stellen kein Problem dar.

Meetings / Verhandlungen: Effektivität fast wie Muttersprachler. **Präsentationen:** Der Sprecher fühlt sich in allen fremdsprachigen Präsentationen problemlos zuhause. **Textverständnis:** Kenntnis und Verständnis aller Textsorten.

Hilfe nur bei fachfremdem Spezialtexten nötig. **Fachsprache:** Detailliertes und globales Know-how weitgestreuter Bereiche. **Textproduktion:** Nur fremdsprachige Vertragstexte und offizielle Dokumente sollten von einem Muttersprachler Korrektur gelesen werden. Sicherer Umgang mit idiomatischen Feinheiten.

Antwortbogen Test Nr. 1

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The English test questions

- 001 **Welcome** the test.
a) in b) for c) to d) at
- 002 **Hi, my name's Peter Fisher. Hello, Mr. Fisher.**
a) That's good. b) Fine, thanks.
c) Nice to meet you. d) Nice to see you.
- 003 **What's your brother's job? My brother** an engineer.
a) was b) am c) are d) is
- 004 **..... Ms. Green and her two assistants in New York at the moment?**
a) Are b) Is c) Am d) Was
- 005 **Are you** civil engineer? - **Yes, I am.**
a) one b) a c) an d) ---
- 006 **Phil: Is your new boss competent ? Sue: No,**
a) she aren't b) she isn't c) she wasn't d) she doesn't
- 007 **The new manager** two computers in his office.
a) has got b) he's got c) have got d) haven't got
- 008 **Jim:** is Mr. Miller ? **Bob: He's my boss.**
a) Who b) How c) Where d) What
- 009 **..... a lot of theatres in London.**
a) There gives b) There is c) There are d) It gives
- 010 **Tom: Thank you very much, Susan. Susan:**
a) You're welcome. b) Please. c) No, no. d) It's good.
- 011 **Man: Excuse me, is there a post office near here ? Woman: Sorry,**
a) there aren't b) there is c) isn't there d) there isn't
- 012 **Mr. Green : I'm from England. What about you ? You:**
a) I'm Germany. b) I'm German.
c) I'm from German. d) I'm out of Germany.
- 013 **The post office is** the cathedral.
a) near to b) in the near of c) near d) next
- 014 **Paul has only got one child but his colleague has three**
a) childs b) children c) childrens d) child
- 015 **Frank: Hello, how are you today ? Bob:**
a) Fine, thanks b) I'm good, thanks.
c) Thank you, good. d) I'm Bob.

- 016 **What's the new director's name ?** **name's Chris Howard.**
 a) Her b) My c) Their d) She's
- 017 **Where** **you yesterday ?** **I was in my office all day.**
 a) was b) were c) wasn't d) are
- 018 **Carol:** ? **Cheryl: It's one o'clock, time for lunch.**
 a) What time is it? b) How late do we have?
 c) What's the clock? d) What hour is it now?
- 019 **Pam: What does your husband do ?** **Norma:**
 a) His job is technician. b) He's a technician.
 c) He's technican. d) He's watching television.
- 020 **I'm hungry.** **a sandwich.**
 a) I like b) I'd like c) I had like d) I likes
- 021 **Mr.Howard:** **is your wife ?** **Mr. Jones: She's at work.**
 a) What b) How c) Who d) Where
- 022 **Edinburgh is a beautiful city with** **old castle.**
 a) the b) a c) an d) -
- 023 **On the phone: Can you** **your surname, please ?** **Yes, it's J-O-H-N-S-O-N.**
 a) say b) read c) spell d) tell
- 024 **Our secretary** **English very well.**
 a) speak b) speaks c) does speak d) speaking
- 025 **She often meets Paul's colleagues. She likes** **very much.**
 a) they b) them c) him d) their
- 026 **she always take the 8 o'clock bus to work ?**
 a) Is b) Has c) Do d) Does
- 027 **Mr. Black: What do you do, Mr. Jones ?** **Mr. Jones:**
 a) I'm reading the newspaper.
 b) I work for a bank.
 c) I'm making a phone call.
 d) I often read technical books.
- 028 **Where and when** **you born ?**
 a) was b) are c) were d) did
- 029 **The production manager and his guests** **an Italian restaurant last night.**
 a) go to b) went to c) go in d) went in
- 030 **How do you get to work ?** **I usually go** **car.**
 a) on b) in c) with d) by
- 031 **You want to know where Mr. Jackson is from. You ask:**

- 047 **The train at 8.47 from platform 3.**
 a) starts b) leaves c) takes off d) goes up
- 048 **you talk to the managing director when you saw him?**
 a) Did b) Do c) Have d) Were
- 049 **Tomorrow she a business partner in London.**
 a) meets b) is meeting c) meet d) met
- 050 **Some time ago he me about his new project.**
 a) did tell b) told c) tells d) has told
- 051 **Mr. Brown: What are you doing, Ms.White ? Ms.White:**
 a) I write the report for the meeting
 b) I've written the report for the meeting.
 c) I'm writing the report for the meeting.
 d) I wrote the report for the meeting.
- 052 **Thieves broke into my hotel room when I was in Paris last month.**
 **your money?**
 a) Did they take b) Took they
 c) Have they taken d) Had they taken
- 053 **I drink a lot of coffee, but now I prefer tea at work.**
 a) am used to b) used to c) used d) am using
- 054 **Our boss got married two weeks ago, ?**
 a) didn't she b) doesn't she c) isn't she d) hasn't she.
- 055 **Which car is cheaper ? - I think a VW is a BMW.**
 a) less expensive than b) more expensive as
 c) expensiver than d) not so expensive than
- 056 **This test is than the first one I did.**
 a) much easier b) more easy
 c) much more easy d) more easily
- 057 **Could you please look my plants while I'm on holiday ?**
 a) at b) for c) to d) after
- 058 **I'm afraid I come to the workshop next Monday.**
 a) can't be able to c) will be able to
 b) couldn't d) won't be able to
- 059 **Bob, you're a gourmet. couscous?**
 a) Have you ever eaten b) Have you ever ate
 c) When have you ever eaten d) When have you ever ate
- 060 **My friend went to China last year, but I there.**
 a) have never been b) was never
 c) did never go d) had never been
- 061 **I have an appointment with Ms.Brown on 21 May.**
 a) on the twenty-first of May
 b) on the twenty-ones of May
 c) on twenty-first in May
 d) on the twenty-first in May

- 078 **I think I'll the job advertised in today's paper. It really looks challenging.**
 a) apply for b) apply c) look after d) be appointed
- 079 **Nowadays business letters on the computer and by e-mail.**
 a) are written / sended b) are written / send
 c) are written / sent d) are writing / be sent
- 080 **Peter: I definitely don't like Mondays. Paul:**
 a) Me either. b) Nor am I. c) Neither do I. d) Either I don't.
- 081 **A written statement that you give to someone, showing that you have received money from him/her is a**
 a) receipt b) recipe c) prescription d) cheque
- 082 **If you have the same opinion about something as your partner, you with him or her.**
 a) agree b) confirm c) arrange d) are the same
- 083 **Mr. Huck: Could you help me, please ? Ms. Howells :**
 a) Yes, thank you. b) Oh, it's a pleasure.
 c) Yes, certainly. d) It's alright.
- 084 **Keith: I know how to operate a computer. Peggy :**
 a) So do I. b) I do also c) I also. d) was located
- 085 **They're staying with us the time being until they find a place of their own.**
 a) in b) for c) since d) during
- 086 **"Let's get down to business" means**
 a) let's get started b) let's do business together
 c) let's finish work d) let's found a business
- 087 **Have you met Mr. Jones before? Yes, I have. We at a conference in Vienna last year.**
 a) have met b) met c) meet d) have been meeting
- 088 **A polite form of expressing disagreement is**
 a) Sorry, that's completely wrong. b) Nonsense!
 c) Sorry, I can't quite agree. d) I won't agree.
- 089 **Would you please phone my lawyer and for me ?**
 a) make an appointment b) make a date
 c) arrange a date d) make an arrangement
- 090 **This company looks so different now. So many things recently.**
 a) have been changed b) had been changed
 c) changed d) are changed
- 091 **Mr. Hull: Would you mind me asking a question ? Ms.Hartley:**
 a) Oh, please! b) No, not at all.
 c) Go on, please! d) Certainly, go ahead.
- 092 **Our employees usually at the age of 65.**
 a) retire b) retreat c) rest d) recline

- 093 **How do you get with the new personnel manager ?**
 a) up b) across c) out d) on
- 094 **Mr. Platt: Ms. Howells, please to rearrange the meeting with Mr.Hopkins.**
 a) remind b) remember me c) remind me d) remember myself
- 095 **I don't know if I could ever get used work so early in the morning.**
 a) to start b) be starting c) to starting d) starting
- 096 **The project ... more expensive if we upon details in advance.**
 a) had become / didn't agree c) would have become / hadn't agreed
 b) became / hadn't agreed d) would have become / wouldn't have agreed
- 097 **You consult a financial expert before the company situation gets worse.**
 a) must to b) rather c) ought to d) ought
- 098 **Mr. Jones at the airport for an hour when Ms. Brown from ComTech came to pick him up. She was late because of a traffic jam.**
 a) has been waiting b) had been waiting c) had waited d) has waited
- 099 **Although the managing director had to travel a lot, she was afraid**
 a) flying b) to flying c) of flight d) of flying
- 100 **Can you imagine what to our project if we about the changes in time ?**
 a) would have happened / haven't been informed
 b) would have happened / hadn't been informed
 c) had happened / wouldn't have been informed
 d) would happened / hadn't been informed
- 101 **When the secretary wanted to use the computer she couldn't because it**
 a) has been repaired b) had been repaired
 c) was being repaired d) was repaired
- 102 **One possibility to ask for someone's opinion in a meeting is to say**
 a) That's how I see it. b) What's your view on this?
 c) Could you explain this, please? d) What do you mean?
- 103 **"Sorry I can't make it on Tuesday" can be used to say**
 a) I can't do that for you on Tuesday. c) I can't give you any further details on Tuesday.
 b) I can't come on Tuesday. d) I can't do anything on Tuesday.
- 104 **A notice for something offered in a newspaper is an**
 a) application b) acquisition c) advertisement d) acknowledgement
- 105 **Nick: Now let's apply for an English course, ?**
Ann: Yes, good idea. Let's do it at once.
 a) let's not b) shouldn't we c) shall we d) should we

***We are looking forward to seeing you at one of our English courses.
 Bye for now.***