

Oum El Bouaghi University
Department of Management
Master 2 Business Management

Name:

Group :

University ID:

Exam in the English Module

Activity One: Tick (✓) the correct answer: (10pts)

- 1- Which of the following is NOT included in the descriptive abstract?
 - a. The purpose
 - b. The findings
 - c. The methodology
 - d. All the parts are included
- 2- You can discuss many ideas in one paragraph.
 - a. True
 - b. False
- 3- Under work experience, list all your jobs with your job at the top.
 - a. Hardest
 - b. Best
 - c. Latest
 - d. First
- 4- They are intermediate-term plans that translate the broader goals outlined in strategic plans into specific actions
 - a. Operational plans
 - b. Tactical plans
 - c. Short-term plans
 - d. Strategic plans
- 5- The sentence of a paragraph or essay that summarizes the main point or idea and provides a sense of closure.
 - a. The topic sentence
 - b. The clincher sentence
 - c. The supporting sentences
 - d. The thesis statement
- 6- Which is of the following is the basic section in an informative abstract?
 - a. The discussion
 - b. The background
 - c. The findings
 - d. The aim

- 7- The role in which managers address conflicts and crises within the organization, making decisions to resolve issues and restore stability.
- a. Negotiator role
 - b. Entrepreneur role
 - c. Resource allocator role
 - d. Disturbance handler role
- 8- The abstract should be written in a single paragraph with no indentation.
- a. True
 - b. False
- 9- The CV must include personal details, education, and
- a. Life history
 - b. Salary preferences
 - c. Leisure activities
 - d. Employment History
- 10- The SWOT analysis is used to identify factors that may impact the business.
- a. True
 - b. False

Activity Two: Write the correct word that goes with the definition (10pts)

- 1- offers a descriptive summary of the whole sections except the results.
- 2- are job-specific abilities acquired through education and training.
- 3- is a standalone document submitted to an employer seeking for a job.
- 4- is the act of inspiring and guiding employees to work together towards the organization's goals.
- 5- is a sub-category of the managerial roles that involve interactions with people both inside and outside the organization.

Best of Luck