

MPT1

1. Both companies are _____ the same business.
 - a) in
 - b) with
 - c) from
 - d) through
2. _____ there were so many options, everyone was satisfied.
 - a) If
 - b) Why
 - c) Because
 - d) When
3. If they _____ more aware of the trends, they could have avoided bankruptcy.
 - a) were
 - b) are
 - c) have been
 - d) had been
4. Make checks _____ to the company.
 - a) paid
 - b) payable
 - c) paying
 - d) pay
5. Ms. Bolton is both a strong manager _____ a skilled negotiator.
 - a) or
 - b) with
 - c) and
 - d) through
6. _____ the stockbrokers said the market was healthy, they refused to invest more money.
 - a) Because
 - b) Although
 - c) In addition
 - d) So
7. The seminar will adjourn _____ five o'clock.
 - a) In
 - b) On
 - c) At
 - d) The
8. Marketing is important; _____, we're hiring a new public relations firm.
 - a) Therefore
 - b) Even though
 - c) Nevertheless
 - d) But
9. The secretary had the messenger _____ the envelope as soon as possible.
 - a) Delivering
 - b) To deliver
 - c) Deliver
 - d) Delivered
10. The board meetings usually _____ on time.
 - a) Have started
 - b) Start
 - c) Are starting
 - d) Have been starting
11. Everyone was disappointed to hear that the company's proposal was _____.
 - a) turned up
 - b) turned on
 - c) turned away
 - d) turned down
12. Even though the exchange rate was high, we _____ from them.
 - a) buy
 - b) must have bought
 - c) had to buy
 - d) had better buy
13. _____ Dr. Rossi hired the new assistant, the office has become more organized.
 - a) When
 - b) Before
 - c) While
 - d) Since
14. Mr. Cutler will _____ as president.
 - a) step out
 - b) step down
 - c) step from
 - d) step through
15. Ms. Silva sent the memo _____ it had been approved.
 - a) so
 - b) but
 - c) after
 - d) until
16. It's time to take advantage of current _____ rates.
 - a) interesting
 - b) interest
 - c) interested
 - d) interests
17. The manager has to _____ the presentation until next week.
 - a) put off
 - b) put with
 - c) put on
 - d) put through
18. When the directors _____ a profit, they'll be satisfied.
 - a) will see
 - b) are seeing
 - c) see
 - d) have been seeing
19. Do _____ an estimate before getting it in writing.
 - a) not ever accept
 - b) never accept
 - c) accept never
 - d) not accept ever
20. Production went down _____ morale was low.
 - a) even though
 - b) when
 - c) but
 - d) to

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21. The distributors will collaborate _____ a British company.
a) with
b) in
c) from
d) of
22. If banks _____ the number of credit cards, the economy would improve.
a) limiting
b) limited
c) had limited
d) are limiting
23. One suggestion was to _____ gasoline taxes.
a) raise
b) have raised
c) be raising
d) raising
24. The host will want the total amount _____ before paying the bill.
a) checked
b) be checked
c) checking
d) check
25. The new sales manager cooperates with her colleagues; _____, she is a valued member.
a) although
b) however
c) for example
d) therefore
26. _____ our office, Mr. James voted against the proposal.
a) Representation
b) Representative
c) Representing
d) Representative of
27. Paychecks are _____.
a) are twice distributed a month
b) twice a month are distributed
c) are distributed twice a month
d) a month are distributed twice
28. There has been a decline in local _____ national advertising.
a) therefore
b) so
c) but
d) and
29. _____ Mrs. Lee was calling her husband's office, he was calling hers.
a) While
b) Because
c) So
d) Then
30. The CEOs will meet _____ Chicago next month.
a) at
b) in
c) to
d) from
31. The award was contested by one of the _____.
a) competitors
b) competition
c) competing
d) competitive
32. The _____ was considered final.
a) decisive
b) decided
c) decision
d) deciding
33. Mr. Wong once lived _____ New Orleans.
a) in
b) at
c) from
d) on
34. The report focused on the _____ of the study.
a) foundings
b) finds
c) findings
d) found
35. The staff _____ the office had been burglarized.
a) suspicion
b) suspense
c) suspicious
d) suspected
36. _____ all the references to verify the information.
a) Look by
b) Look out
c) Look up
d) Look to
37. Mary is _____ an excellent writer.
a) considerate
b) considered
c) considerable
d) considers
38. They _____ the launch of their new company only a year ago.
a) announce
b) are announcing
c) have announced
d) announced
39. After re-evaluating the proposal, the agency _____ the contract to us.
a) awarding
b) had awarded
c) awarded
d) awards
40. My supervisor had me _____ the morning taking inventory.
a) spend
b) to spend
c) spent
d) spending