

Mercredi 7 décembre 2016

Session 1 - Semestre 1

Cours de Madhura Joshi et Salman Sheikh

Examen d'ANGLAIS

Durée : 1h

Aucun document autorisé

Name SURNAME	Part A	Part B	Total
Group	/ 15	/ 5	/ 20

Throughout the test, pay attention to punctuation, spelling and grammar.

Part A is on pages 2 – 3 – 4.

Part B is on page 5.

Part A: Replying to a formal email (15 points)

You work for an IT company in France and you have received this email last week. Read it carefully and reply to the email thanking the organisers, expressing your interest and confirming your participation. Write a short proposal and a brief introduction of yourself and your company. Ask the organisers about the accommodation and the participation fees.

From: melinda@hightech2017.com

To: Unknown recipients

Date: December 1, 2017

Subject: Call for papers – International IT Conference “High-Tech 2017”

Dear Sir/Madam,

I'm writing on behalf of the organising committee to inform you about the upcoming international Information Technology Conference “High-Tech 2017” which will be held during the week September 21-28, 2017 in Berlin.

This conference is meant to create a platform for exchange between the major international players in the IT industry and innovative start-ups working on a more modest scale. The aim of the conference is to map out the future developments in the IT sector.

The week-long conference has been split up in wide-ranging thematic workshops and to that end, we would like to invite you to give a short talk about new developments and projects in your area of specialisation.

Here is a (non-exhaustive) list of themes related to the developments and breakthroughs in various sectors:

IT and Health

IT and Telecommunications

IT and Transport services

IT and Pharmaceuticals

IT and the Medical sector

IT and Academic Research

IT and Entertainment

IT and Electronics

IT and Tourism

In case you are interested in participating, we request you to send us a short proposal (about 150 words) and a paragraph introducing yourself (about 50-60 words).

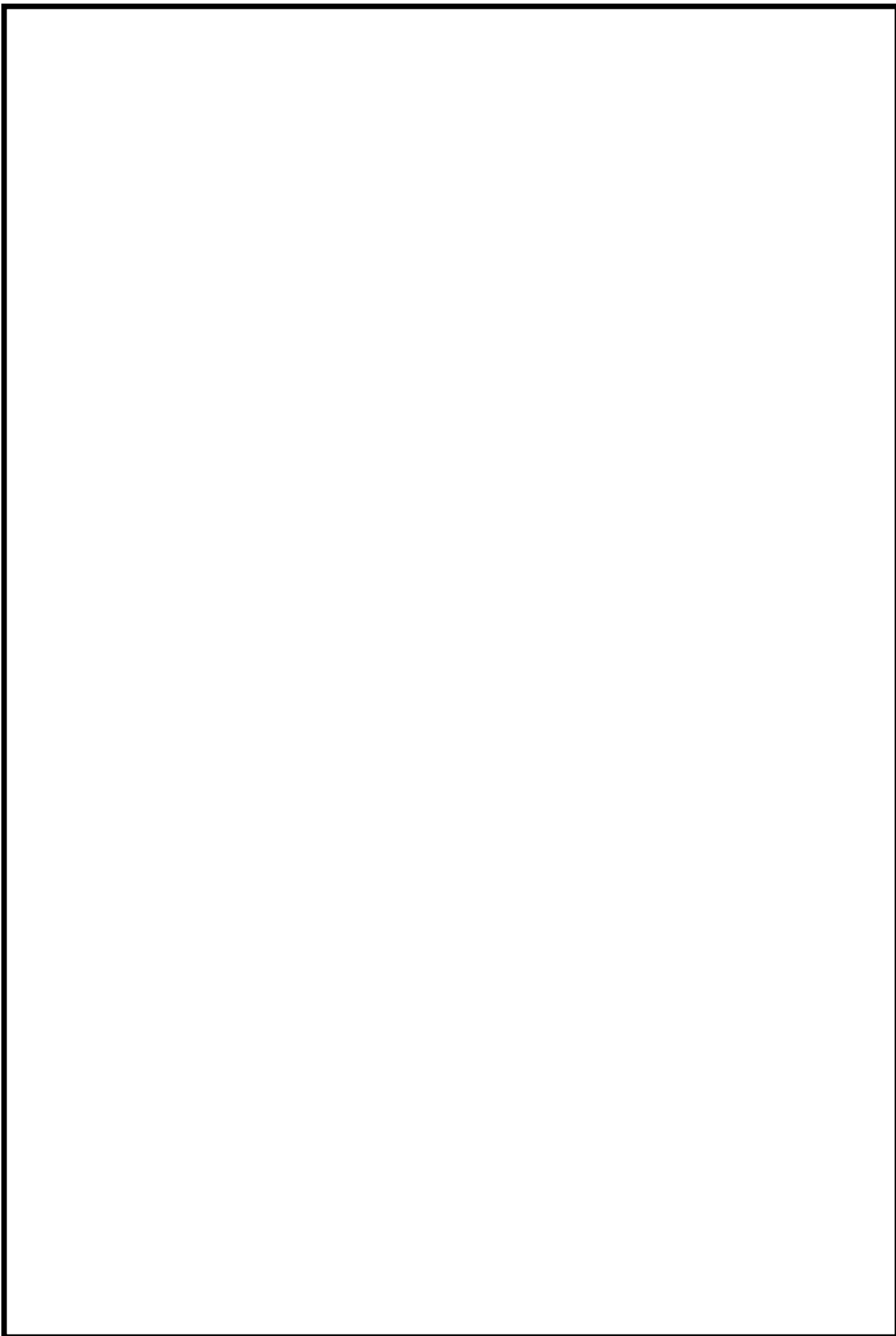
The deadline for submission is January 15, 2017. Kindly feel free to post this invitation to participate on your social networks.

On behalf of the organising committee, I thank you for your attention and I look forward to hearing from you in the near future.

Kind regards,

Melinda Johnson-Organising Committee - “High Tech 2017”

From:
To: melinda@hightech2017.com
Date:
Subject:



Part B: You work for a software development company. Here is an email from a client about an order. Fill in the gaps with the appropriate words to complete the text of the email. (5 points)

From: Mr. Portland
To: Electronics Company
Date: November 21, 2016
Subject: Order

Dear Sir/Madam,

Last week, I _____ (to order) a cable, a keyboard and a set of speakers from your company website. Yesterday I _____ (to receive) the parcel. However it _____ (not to contain) the keyboard. I _____ (not to receive) any email updating me about the delivery either. Could you please look into the matter?

Furthermore, I _____ (not to be) available at my home address for the next two weeks. I would therefore request you to kindly send the parcel on or after December 7, 2016.

Thanking you,

Bernard Portland