



# ENGLISCH

SERIE

1

TEXTPRODUKTION

LÖSUNGEN

KANDIDATIN  
KANDIDAT

Nummer der Kandidatin / des Kandidaten

Name

Vorname

Datum der Prüfung

BEWERTUNG

Fachbereiche

Erreichte Punkte / Maximum

Task A

/ 10

Task B

/ 15

Total

/ 25

EXPERTEN



Erlaubte Hilfsmittel: keine

Prüfungsdauer: ⌚ 40 Minuten

# A (10 POINTS)

You work for an international company in Switzerland.  
Your boss has given you the following instructions:

Unsere neue Mitarbeiterin Beth hat sich nachträglich für den Deutschkurs angemeldet, den wir für unsere englischsprachige Belegschaft anbieten.

Bitte schicke ihr eine Teilnahmebestätigung und teile ihr mit, dass der Kurs am nächsten Montag, 8. Juni 2015, beginnt und 10 Wochen dauert. Sie soll sich um 08.30 Uhr im kleinen Sitzungszimmer einfinden. Die Lehrmittel wird sie von der Lehrperson direkt erhalten.

Write an **e-mail** in English to Beth, including an appropriate *opening* and *closing line* as well as the following *contents*:

- ▶ Tell her about her successful registration.
- ▶ Inform her on when and where she should be.
- ▶ Tell her about the duration of the course.
- ▶ Tell her about the books.

**Write between 40 and 60 words.**

To: *Beth* ..... From: **(Candidate's name)** .....

Subject: **Course in German** .....

**Dear Beth**

**I'm happy to confirm that you can participate in the German course.**

**Please be in the small meeting room at 8.30 am on Monday, 8 June 2015.**

**The course will last 10 weeks.**

**You'll receive the course books from the teacher.**

**Have fun, best wishes**

**(Candidate's name)**

51 Wörter

**B** (15 POINTS)

You work for Swiss International Airlines.

You have received a note from your boss concerning a flight your airline operates daily.

*Change of departure time for flight LX180 to Bangkok  
(effective from 15 September 2015):*

*Old: 22.45h*

*New: 17.55h*

*Free change / cancellation (Customer Support Hotline 0848 700 700).*

Write a **letter** to the passengers who have booked this flight, including an appropriate *opening* and *closing line* as well as the following *contents*:

- ▶ Date (write the month as a word)
- ▶ Refer to the booking.
- ▶ Inform about the details of the change.
- ▶ Mention the alternatives offered and the contact.
- ▶ Add an apology for trouble caused.
- ▶ Wish them a good trip.

**Write between 80 and 100 words.**

**5 June 2015**

**Dear Sir or Madam**

**We are writing with reference to your booking of flight LX180 to Bangkok.**

**We regret to advise you of a change in departure times. This flight now leaves Zurich Airport at 17.55 (originally scheduled for 22.45).**

**If you wish to change or cancel your flight free of charge, please call our Customer Support**

**Hotline on 0848 700 700.**

**We apologize for any inconvenience caused and wish you a very pleasant journey.**

**Yours faithfully**

**(Candidate's signature)**

80 Wörter

