

Part 1: English-Thai Translation (10 Questions)

Choose the correct Thai translation for the given English word.

- 1 **Enquiry** A. สอบถาม B. ค้นหา C. สอบถาม/ค้นหา D. สอบถาม
- 2 **Wholesaler** A. ผู้ค้าปลีก B. ผู้ค้าส่ง C. ผู้ค้าส่ง/ผู้ค้าปลีก D. ผู้ค้าปลีก
- 3 **Appreciate** A. ให้ความสำคัญ B. ให้ความสำคัญ C. ให้ความสำคัญ / ให้ความสำคัญ D. ให้ความสำคัญ
- 4 **Lead Time** A. เวลาที่ใช้ในการผลิต B. เวลาที่ใช้ในการจัดส่ง C. เวลาที่ใช้ในการผลิต/จัดส่ง D. เวลาที่ใช้ในการผลิต
- 5 **Quotation** A. ใบเสนอราคา B. ใบเสนอราคา C. ใบเสนอราคา D. ใบเสนอราคา
- 6 **Beneficial** A. มีประโยชน์ B. มีประโยชน์ C. มีประโยชน์ D. มีประโยชน์
- 7 **Concise** A. สั้นกระชับ B. สั้นกระชับ C. สั้นกระชับ D. สั้นกระชับ
- 8 **Validity** A. ระยะเวลา B. ระยะเวลา C. ระยะเวลา / ระยะเวลา D. ระยะเวลา
- 9 **Alternative** A. ทางเลือก B. ทางเลือก C. ทางเลือก D. ทางเลือก
- 10 **Prompt** A. ทันที B. ทันที C. ทันที D. ทันที

Part 2: English-English Matching (10 Questions)

Match the English word with its correct English definition.

- 11 **Manufacturer**
 - A. A person or company that makes goods for sale.
 - B. A person who buys goods for personal use.
 - C. A person who delivers goods.
 - D. A person who sells goods to the public.
- 12 **Concise**
 - A. Using many unnecessary words.
 - B. Giving a lot of information clearly and in a few words.
 - C. Difficult to understand.
 - D. Written in a very formal style.
- 13 **MOQ (Minimum Order Quantity)**
 - A. The maximum amount a customer can buy.
 - B. The total amount of stock available.
 - C. The smallest amount a supplier is willing to sell.
 - D. The average number of orders per month.

- 14 **Viable** A. Impossible to achieve.
 B. Capable of working successfully.
 C. Very expensive to produce.
 D. Related to international trade.
- 15 **Catalogue** A. A contract between two companies.
 B. A list of employees in a company.
 C. A systematic list of items or products.
 D. A receipt for a payment made.
- 16 **Potential** A. Already existing.
 B. Having the capacity to become something in the future.
 C. No longer useful.
 D. Fixed and unchanging.
- 17 **Regret** A. To feel happy about a decision.
 B. To feel sad or disappointed about something.
 C. To ignore a request.
 D. To accept an offer immediately.
- 18 **Portfolio** A. A range of products or services offered.
 B. A place where goods are stored.
 C. A document used for shipping.
 D. A type of bank account.
- 19 **Professional** A. Doing something as a hobby.
 B. Relating to or belonging to a profession.
 C. Being very friendly and casual.
 D. Working without being paid.
- 20 **Discount** A. An increase in price.
 B. A deduction from the usual cost.
 C. A tax paid to the government.
 D. A fee for late payment.

Part 3: Fill in the Blanks (10 Questions)

Fill in the blanks with the most appropriate word from the list below: (catalogue, competitive, enquire, specifications, payment terms, response, relationship, grateful, bulk, shipping)

- 21 We are writing to _____ about your new range of office furniture.
- 22 Thank you for your prompt _____ to our initial enquiry.
- 23 Could you please send us your latest product _____ and price list?
- 24 We require the full technical _____ for the Model 5000.
- 25 We would be _____ if you could provide us with more details.
- 26 Our standard _____ are Letter of Credit (L/C) at sight.
- 27 We are looking for a discount for _____ orders.
- 28 Please confirm the available _____ methods to Thailand.
- 29 We hope to establish a long-term business _____ with your company.
- 30 We are prepared to place an order if your prices are _____.

Part 4: Contextual Usage (10 Questions)

Choose the best option to complete the business communication sentences.

- 31 "We were given your contact details by Mr. Smith and would like to _____."
- A. reject
 - B. enquire
 - C. complain
 - D. forget
- 32 "Please find _____ our latest brochure for your review."
- A. attached
 - B. attacked
 - C. detached
 - D. attracted
- 33 "What is the typical _____ for an order of 500 units?"
- A. lead time
 - B. leading time
 - C. time lead
 - D. time leading
- 34 "The quotation should be _____ on FOB Shanghai terms."
- A. based
 - B. basic
 - C. base
 - D. basing
- 35 "We _____ to inform you that we are currently unable to supply the quantity you require."
- A. happy
 - B. regret
 - C. please
 - D. enjoy
- 36 "Please ensure the quotation is _____ for at least 30 days."
- A. valid
 - B. value
 - C. validate
 - D. validity
- 37 "We can offer you a 5% _____ if you increase your order quantity."
- A. discount
 - B. account
 - C. amount
 - D. count
- 38 "We look forward to _____ from you soon."
- A. hear
 - B. hearing
 - C. heard
 - D. hears
- 39 "Yours _____, (used when you don't know the recipient's name)"
- A. sincerely
 - B. faithfully
 - C. truly
 - D. friendly

40 "We are particularly _____ in your organic cotton textiles."

- A. interest
- B. interesting
- C. interested
- D. interests

Answer Key

Part 1: 1.B, 2.C, 3.C, 4.A, 5.B, 6.D, 7.B, 8.C, 9.A, 10.B **Part 2:** 11.A, 12.B, 13.C, 14.B, 15.C, 16.B, 17.B, 18.A, 19.B, 20.B **Part 3:** 21.enquire, 22.response, 23.catalogue, 24.specifications, 25.grateful, 26.payment terms, 27.bulk, 28.shipping, 29.relationship, 30.competitive **Part 4:** 31.B, 32.A, 33.A, 34.A, 35.B, 36.A, 37.A, 38.B, 39.B, 40.C