

English for Business Computing - Being a Student Practice Test (Sample)

Study Guide



Everything you need from our exam experts!

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Table of Contents

Copyright	1
Table of Contents	2
Introduction	3
How to Use This Guide	4
Questions	5
Answers	8
Explanations	10
Next Steps	15

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. Which German term corresponds to the concept 'university entrance qualification requirements'?**
 - A. Hochschulzulassungsvoraussetzungen**
 - B. A levels (BE)**
 - C. High School Diploma (AE)**
 - D. Noten/ Prädikat**

- 2. Masterabschluss corresponds to which English term?**
 - A. Master's degree**
 - B. Undergraduate degree**
 - C. Doctorate**
 - D. Bachelor's degree**

- 3. Which English term corresponds to the German '(Leistungs)Stipendium'?**
 - A. Scholarship**
 - B. Stipendium**
 - C. Stipendien**
 - D. BAföG**

- 4. What is the German translation for the English term 'Dean'?**
 - A. Rektor**
 - B. Dekan**
 - C. Prodekan**
 - D. Dekan(in)**

- 5. Which English term matches the German 'Wirtschaftskommunikation'?**
 - A. Betriebswirtschaftslehre**
 - B. Wirtschaftskommunikation**
 - C. Business Administration/ Management**
 - D. Studienprogramm, Lehrprogramm**

- 6. Which phrase describes participating in exercises or activities?**
- A. Tutorial**
 - B. Internship**
 - C. Supplementary Module**
 - D. Exercise; To Take Part In**
- 7. Which is the correct German translation for 'auditorium'?**
- A. Aula**
 - B. (großer) Hörsaal**
 - C. Theater**
 - D. Hörsaal**
- 8. Which German term means military service?**
- A. Bundesfreiwilligendienst**
 - B. Wehrdienst**
 - C. Studium**
 - D. Mitbewohner(in)**
- 9. Which English term matches the German phrase 'Lehrplan, Curriculum'?**
- A. curriculum**
 - B. studienprogramm, lehrprogramm**
 - C. Semester**
 - D. Studienjahr**
- 10. Which phrase means 'to meet the university entrance requirements'?**
- A. Einschreibung**
 - B. Zum Studium zugelassen werden**
 - C. Zulassungsbedingungen**
 - D. die Hochschulzulassungsvoraussetzungen erfüllen**

Answers

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1. A
2. A
3. A
4. D
5. C
6. D
7. B
8. B
9. A
10. D

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Explanations

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1. Which German term corresponds to the concept 'university entrance qualification requirements'?

- A. Hochschulzulassungsvoraussetzungen**
- B. A levels (BE)**
- C. High School Diploma (AE)**
- D. Noten/ Prädikat**

The concept focuses on what a student must meet to be admitted to higher education. In German, that exact idea is expressed by Hochschulzulassungsvoraussetzungen, a compound of Hochschul- (university), Zulassung (admission), and Voraussetzungen (requirements). It names the conditions for entry to a university, such as required certificates, exam results, or program-specific rules. The other terms point to different things: A levels is a British school-leaving qualification, High School Diploma is the US credential, and Noten/Prädikat refers to grades or distinctions rather than the overall admission prerequisites.

2. Masterabschluss corresponds to which English term?

- A. Master's degree**
- B. Undergraduate degree**
- C. Doctorate**
- D. Bachelor's degree**

The main idea here is translating a German degree term into English. Masterabschluss is the degree you earn after finishing a master's program, so the appropriate English term is Master's degree. This sits above a bachelor's level and below a doctoral degree, reflecting the sequence of higher education levels. The other options refer to different stages: an undergraduate or bachelor's level degree is earned first, and a doctorate is the PhD level that follows a master's. In everyday use, Master's degree covers the various master's qualifications like MA or MSc.

3. Which English term corresponds to the German '(Leistungs)Stipendium'?

- A. Scholarship**
- B. Stipendium**
- C. Stipendien**
- D. BAföG**

Understanding how to translate merit-based student funding into English helps you write clearly about education programs. The phrase "(Leistungs)Stipendium" signals a grant awarded for strong performance. In everyday English, the standard label for this kind of award is a scholarship. Stipendium, while related, isn't the usual English word; in English we would either say stipend (a regular payment to cover living costs) or scholarship. A stipend tends to describe ongoing support for a person's work or study rather than a competitive award for achievement. BAföG is a specific German government aid program, not the general term for funding based on merit. Therefore, scholarship is the most natural and widely understood translation for "(Leistungs)Stipendium."

4. What is the German translation for the English term 'Dean'?

- A. Rektor
- B. Dekan
- C. Prodekan
- D. Dekan(in)**

German titles reflect gender, so the head of a faculty is called Dekan for a man and Dekanin for a woman. Writing Dekan(in) combines both forms in one term, signaling that the position can be held by anyone regardless of gender. This inclusive form is the best fit for translating "Dean" when you want to cover both male and female incumbents. Rektor refers to the university-wide leader (not the faculty dean), Prodekan means vice-dean, and Dekan by itself is the male form. Using Dekan(in) explicitly covers both genders in one expression.

5. Which English term matches the German 'Wirtschaftskommunikation'?

- A. Betriebswirtschaftslehre
- B. Wirtschaftskommunikation
- C. Business Administration/ Management**
- D. Studienprogramm, Lehrprogramm

Wirtschaftskommunikation describes how business organizations communicate and operate within an economic context, tying together management, operations, and corporate messaging. The English term that best fits this broad business-focused field among the options is Business Administration/ Management, because it is a standard label for the study and practice of running organizations, including planning, organizing, leading, and coordinating communication and resources. The other choices don't fit as well: Betriebswirtschaftslehre is the German name for the field translated into English, but it isn't an English term itself; Studienprogramm, Lehrprogramm refers to a study or curriculum, not a field of study; and Wirtschaftskommunikation is the German term, not English.

6. Which phrase describes participating in exercises or activities?

- A. Tutorial
- B. Internship
- C. Supplementary Module
- D. Exercise; To Take Part In**

This question tests vocabulary for describing participation in activities. The phrase that fits best is the one that literally combines the idea of doing something with joining in: "exercise; to take part in." Here, "to take part in" means to participate or join in, and "exercise" refers to the activities themselves. Put together, it communicates actively participating in those exercises. The other terms point to different concepts: a tutorial is a kind of guided teaching session, an internship is a work-based training placement, and a supplementary module is an extra course added to a program. They don't convey the act of participating in activities as directly as the chosen phrase.

7. Which is the correct German translation for 'auditorium'?

- A. Aula
- B. (großer) Hörsaal**
- C. Theater
- D. Hörsaal

Auditorium describes a space where people gather to listen to a speaker or watch a presentation. In German, the closest and most natural term for that setting on a campus is Hörsaal, the room where lectures take place. Including "großer" (as in großer Hörsaal) signals a larger audience space, which fits the sense of an auditorium more than a regular classroom. Theater is for performances, and Aula is more of a general assembly or ceremonial hall, not the typical lecture space. So the best translation is (großer) Hörsaal because it conveys both the function and the usual size of the space in academic contexts.

8. Which German term means military service?

- A. Bundesfreiwilligendienst
- B. Wehrdienst**
- C. Studium
- D. Mitbewohner(in)

Wehrdienst is the German term for military service. The word combines "Wehr" (defense) and "Dienst" (service), so it literally means service in the armed forces. It's the standard phrase used to refer to serving in the military. The other terms refer to different ideas: Bundesfreiwilligendienst is a civilian federal voluntary service, Studium means university study, and Mitbewohner(in) means roommate. So Wehrdienst is the exact fit for military service.

9. Which English term matches the German phrase 'Lehrplan, Curriculum'?

- A. curriculum**
- B. studienprogramm, lehrprogramm
- C. Semester
- D. Studienjahr

The main concept here is matching the educational planning term. Lehren plan and Curriculum describe the organized set of courses, topics, and learning goals that make up an educational program. In English, the standard word for that overall program content is curriculum. It covers what students are expected to learn and the sequence of courses or modules they take. The other options point to time frames or less standard translations. Semester refers to half-year periods within an academic year, not the content you're expected to study. Studienjahr means an academic year, again a time frame rather than the program's content. Studienprogramm or Lehrprogramm would be closer to "study program" or "teaching program," but the conventional English term for the planned content of a program is curriculum. Syllabus would be more appropriate for the outline of a single course rather than an entire program.

10. Which phrase means 'to meet the university entrance requirements'?

A. Einschreibung

B. Zum Studium zugelassen werden

C. Zulassungsbedingungen

D. die Hochschulzulassungsvoraussetzungen erfüllen

Es geht darum, auszudrücken, dass man die Voraussetzungen erfüllt, um an der Universität aufgenommen zu werden. Die passende Formulierung ist: die Hochschulzulassungsvoraussetzungen erfüllen. Sie bedeutet wörtlich, alle geforderten Zulassungskriterien zu erfüllen, damit man zugelassen wird. Andere Ausdrücke beschreiben andere Schritte oder Dinge: Einschreibung ist der Prozess der Immatrikulation; Zum Studium zugelassen werden bezeichnet den Zustand, dass man zugelassen ist; Zulassungsbedingungen sind die Bedingungen selbst, nicht das Erfüllen davon.

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Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://engforbuscomputingbeingastudent.examzify.com>

We wish you the very best on your exam journey. You've got this!

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