



BULATS A2 WORDLIST 2



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INTRODUCTION TO THE BULATS A2 WORDLIST 2

The BULATS A2 *WORDLIST 21* is a list of approximately 750 words to help candidates aiming at an A2 pass in the Cambridge BULATS exam. It is not expected that candidates at this level will know 100% of the words on the list, but if they can achieve some familiarity with 80% of these items, they will be well placed to reach their target level.

BULATS A2 單字本，內含約 **750** 個單字，能幫助想參加 **BULATS 劍橋博思國際職場英檢**，目標為 **A2** 程度的考生。考生不一定需要完全熟讀所有內容表列的單字，但倘若能掌握八成單字內容的熟析度，那麼達到 **A2** 程度並非難事。

BACKGROUND TO THE LIST

The list is based in part on the Cambridge ESOL BEC Preliminary Wordlist. However, it includes a broader range of language to cover different types of survival English as well as other topics included in the BULATS exam.

As with the BEC Preliminary Wordlist, the list focuses on high-frequency words in a workplace context and it covers receptive vocabulary (words that the candidates is expected to understand but which are not the focus of the question) as well as productive vocabulary (words the candidate needs to know in order to answer the question). In addition, words common in both written and spoken English have been included, as have words from more formal or informal registers.

The wordlist does not provide an exhaustive list of all the words that appear in either the BULATS online or paper-based exam. Nor does it attempt to provide all the words necessary for use in the Speaking or Writing exams. Therefore, students should not confine their study to the wordlist alone.

這份單字本的部分內容是從劍橋商務英語認證-中級的單字表中擷取。然而它包含更廣泛的語言範圍，以涵蓋不同類型的生存英語，及會出現在劍橋博思國際職場英檢中的其他主題。

在劍橋商務英語認證-中級單字表中，其內容主要著重在工作場所中使用的高頻率單字和它涵蓋了認知字彙(雖然考生知道字彙其意，該字彙並非是考試問題主要重點)和應用字彙(考生需要了解的字彙以回應考試問題)。此外，在英語口語和書寫中常見的單字亦包括在內，正式用法及較口語用法的單字皆有涵蓋。

此單字本並非提供出現在劍橋博思國際職場英檢線上測驗或紙筆測驗中的所有單字，也不會表列在口說或寫作測驗中使用的單字。因此建議考生不應該只侷限學習單字本上。

HOW THE LIST IS ORGANIZED

American and British English 美式及英式英語

The list is designed for students more familiar with American English than British English. Where there are minor differences between spellings, the American spelling is listed with the British included alongside: eg *center (Am Eng), centre (Br Eng)*. For words where there is significant difference with the spelling, both spellings are listed with the alternative beside: eg

enquire (Br Eng), inquire (Am Eng) / inquire (Am Eng), enquire (Br Eng). Sometimes there are alternative lexical items for the same object or concept and both variants are given with the alternative beside: eg *bill (Am Eng), note (Br Eng) / note (Br Eng), bill (Am Eng)*.

此單字本的內容是為更熟悉美式英語的考生所設計編排，不過美式及英式英語都有包含在內。其兩者拼寫之間有些微的差異，因此在遇到此種字彙時，我們會同時列出美式拼寫和英式拼寫兩種方式：例如 **center**(美式拼法)，**centre**(英式拼法)。或是單字拼寫之間較有差異的兩種版本皆有列在旁邊：例如 **enquire** (英式拼法)，**inquire** (美式拼法) / **inquire** (美式拼法)，**enquire** (英式拼法)。有時描述物件或概念時，會有多種替代詞彙的說法。而我們將這相似意義的單字表列在旁邊；例如 **bill** (美式拼法)，**note** (英式拼法) / **note** (英式拼法)，**bill** (美式拼法)。

Exemplification 範例句

Examples are given for some words to highlight important meanings either at this level or in this domain. Examples may also be included to highlight a particular grammatical form (noun, verb adj, etc) which is more common. For example, a candidate at this level would be expected to know the verb form of the word *buy*, though it would not be until B1 that they would be expected to be familiar with *buy* as a noun (a *good buy*).

In keeping with the above, at A2 students should be familiar with the following meanings of *change*:

為了讓考生更明瞭單字的意思或針對單字的詞性(名詞、動詞、形容詞等)，部分字詞會搭配例句呈現。例如，A2 程度的考生應該要知道「**buy**」這個字的用法，即使不到 B1 的程度的考生，也應該知道「**buy**」作為名詞的用法。

舉例來說，A2 程度的學生應該熟悉以下各種詞義：

change (n & v)

- It was a big change from my previous job. (n)
- Do you have any small change? (n)
- He changed his mind about the leaving. (v)
- She changed money before going to the airport. (v)

Affixes 字根 (字首、字尾)

A list of prefixes and suffixes appropriate to this level is included in Appendix 2. These may be combined with words on the list as appropriate. Thus *unfriendly* is not included in this list as it is a combination of *friendly* + the prefix *un-*.

此單字本亦附上字首、字尾表，此部分未直接放置在單字列表中，而是獨立寫成附件二資訊。因此像「*unfriendly*」並不包含在單字表內，而它是「*friendly*」和字首「*un*」合併拼寫成的。

SUMMARY OF POINTS TO BE NOTED 其他說明

- the list does not include every word included in the BULATS examination
- the list covers receptive and productive vocabulary
- the list is designed for students more familiar with American English
- the list includes written and spoken English
- A2 level words are also included in this list and these are italicized
- prefixes and suffixes appropriate to this level are included in Appendix 2

- 此單字本並沒有所有出現在 BULATS 劍橋博思國際職場英檢中的字彙
- 此單字本包含認知和應用字彙
- 此單字本的內容是為更熟悉美式英語的考生所設計編排
- 此單字本包含寫作和口說英語的內容
- A2 程度的單字為斜體字
- A2 程度的字首和字尾包含在附錄 2

Abbreviations used

abbrev	Abbreviation
adj	adjectives
adv	adverb
Am Eng	American English
Br Eng	British English
conj	conjunction
det	determiner
exclam	exclamation
int	interjection
n	noun
phr	phrase
pl	plural
prep	preposition
prep phr	prepositional phrase
pron	pronoun
sing	singular
v	verb

BULATS VOCABULARY LIST - A2

A

ability (n)

able (adj)

- able to go

above (adj & prep)

accept (v)

accommodation (n)

across (prep)

actual (adj)

actually (adv)

address (n & v)

- Could I have your email address? (n)

adult (n & adj)

advertise (v)

advertising (n)

aeroplane (Br Eng), airplane (Am Eng) (n)

afford (v)

afraid (adj)

- I'm afraid we can't help you.

after (prep)

after that (conj)

afterwards (adv)

against (prep)

agency (n)

- Let's use an advertising agency.

agent (n)

- I've been to the travel agent to book a flight to Hong Kong.
- He's our agent in Japan.

agree (v) (v)

air (n)

- He's going by air instead of by train.

air-conditioning (n)

aisle (n)

allow (v)

allowed (be allowed to) (adj)

- Staff are not allowed to discuss the content of their jobs with people outside the company.

alone (adv)

already (adv)

also (adv)

always (adv)

amazing (adj)

amount (n)

angry (adj)

annual (adj)

answer (n & v)

anybody (pron)

anyway (adv)

apartment (n)

application (n)

apply (v)

area (n)

- We're looking for a location in the area near the airport.
- He became the area manager after two years.

arrange (v)

- arrange a meeting/time

art (n)

- The company buys and sells works of art.

as (adv & conj)

as... as ... (conj & prep)

ASAP (abbrev) as soon as possible

assistant (n)

at (prep)

at least (prep phr)

at the moment (prep phr)

attach (v)

attachment (n)

attention (n & v)

audience (n)

average (adj & n)

- Can you find the average of these three numbers?
- He's not a particularly good rep – he's just average.

away (adv)

- The CEO's away on business until the end of the month.
- He threw away the documents by mistake.

B

bad (adj)

balcony (n)

banknote (n)

bargain (n & v)

- Did you get a bargain? (n)
- You'll get a better price if you bargain with him. (v)

basement (n)

bathroom (n)

be (v)

because (conj)

because of (prep)

bedroom (n)

begin (v)

believe (v)

- I believe we will win the contract.
- Do you believe in the product?

benefit (n & v)

beside (adv & prep)

better (adj)

bicycle (n)

bike (n) better get the bill.

billion (n)

black (adj)

- Go to the end of the block and turn left.

blue (adj)

boat (n)

boiled (adj)

bonus (n)

- an annual bonus

boot(s) (n)

born (adj)

boss (n)

bottom (adj & n)

- at the bottom of the page (n)
- the bottom left-hand corner (adj)

brain (n)

brand (n & adj)

- own brand (n)
- brand name (n)

- brand-new (**adj**)
- breakfast (adj)**
- Could we arrange a breakfast meeting?
- brief (adj & v)**
- The CEO made a brief visit to the factory. (**adj**)

bright (adj)

brochure (n)

buffet (n & adj)

building (n)

business (n)

- He runs a business. (**n**)
- company business (**n**)
- do business (**v + n**)
- be on/in business (**prep phr**)

business card (n)

business class (n & adj)

business dinner (n)

businessman (n)

businessperson (n)

businesswoman (n)

business school (n)

business trip (n)

but (conj)

by (prep)

by car (prep phr)

by oneself (prep phr)

C

°C (abbrev) Centigrade, Celsius

cab (n)

cafe (n)

call (n & v)

- There was a phone call for you. (**n**)
- What's this product called? (**v**)
- Mr Khan called while you were out. (**v**)

call back (phr v)

- Could you ask her to call me back?

camera (n)

candidate (n)

car (n)

- car park (**n**)

cardboard (adj & n)

career (n)

carry (v)

- carry a case
- pipes carrying water

cash (n & v)

casual (adj)

catch (v)

- I'm sorry, I didn't catch what you said.

CD-ROM (abbrev)

celebrate (v)

centimeter (Am Eng), centimetre (Br Eng) (n)

century (n)

certificate (n)

challenge (n & v)

change (n & v)

- It was a big change from my previous job. (**n**)
- Do you have any small change? (**n**)
- He changed his mind about the leaving. (**v**)
- She changed money before going to the airport. (**v**)

chart (n)

cheap (adj)

check (n & v)

- I'll do a quick check. (**n**)

- Check these figures. (**v**)

check in (phr v & n)

- Please proceed to check-in. (**n**)
- check in to a hotel (**phr v**)

check out (phr v)

- check out of a hotel

cheque (Br Eng), check (Am Eng) (n)

choice (n)

circle (n)

- The chairs were arranged in a circle for the meeting.

class (n)

- a class of business students
- first/business/economy class

clean (adj & v)

clerk (n)

click (on) (n & v)

climb (v)

- Prices have climbed steadily.

close (adj & v)

close (to) (adj)

- My house is close to my office.

clothes (n pl)

cloudy (adj)

Co (abbrev) company

coffee (n)

coffee-shop (n)

cold (adj & n)

collect (v)

come (v)

comfortable (adj)

common (adj)

- a common event
- have something in common

communicate (v)

communication (n)

company (n)

compete (v)

competition (n)

- a competition

- competition from another company

competitor (n)

complete (v & adj)

concert (n)

confident (adj)

confused (adj)

connect (v)

consult (v)

consultant (n)

contact (n & v)

continue (v)

convenient (adj)

cool (adj & v)

corner (n)

cost (n & v)

- We have to look at all the costs. (**n**)
- The new equipment cost more than we planned. (**v**)

could (v)

- could I have ...?

country (n)

countryside (n)

courier (n & v)

- courier service (**n**)

crazy (adj)

creative (adj)

cross (n & v)

- Mark the box with a cross. **(n)**
- If you cross the road, you'll see our office on the corner. **(v)**

crowd **(n & v)**

culture **(n)**

cupboard **(n)**

curriculum vitae/CV (Br Eng), resume (Am Eng) **(n)**

customs **(n)**

- go through customs
- a customs officer
- a local custom

D

daily **(adj & adv)**

dark **(adj & n)**

date **(n & v)**

- What's the date today? **(n)**
- to date a letter **(v)**

deal **(n & v)**

- a business deal **(n)**
- to make a deal **(n)**
- deal with someone/something **(v)**

debt **(n)**

- large debts
- in debt

decrease **(n & v)**

definitely **(adv)**

delay **(n & v)**

delicious **(adj)**

dentist **(n)**

departure **(n)**

dark **(adj & n)**

date **(n & v)**

- What's the date today? **(n)**
- to date a letter **(v)**

deal **(n & v)**

- a business deal **(n)**
- to make a deal **(n)**
- deal with someone/something **(v)**

debt **(n)**

- large debts
- in debt

decrease **(n & v)**

definitely **(adv)**

delay **(n & v)**

delicious **(adj)**

dentist **(n)**

departure **(n)**

deposit **(n & v)**

- pay a deposit **(n)**
- deposit money in an account **(v)**

describe **(v)**

description **(n)**

desk **(n)**

desktop **(adj & n)**

detail **(n)**

diagram **(n)**

dictionary **(n)**

difference **(n)**

different **(adj)**

digital **(adj)**

dinner **(n)**

direction **(n)**

- walk in the wrong direction
- read the directions on the box

disagree **(v)**

discuss **(v)**

discussion **(n)**

dislike **(v & n)**

distribute **(v)**

distribution **(n)**

do **(v)**

document **(n)**

door **(n)**

down **(adj, v & prep)**

- Prices have gone down. **(adv)**
- His office is down the corridor on the left. **(prep)**
- He's been feeling down since he lost his job. **(adj)**

downstairs **(adv)**

drawer **(n)**

dress **(n & v)**

drive **(n & v)**

during **(prep)**

E

each **(det & pron)**

earn **(v)**

easy **(adj)**

economic **(adj)**

- economic growth
- the economic situation

education **(n)**

e.g. **(abbrev)** for example

electric **(adj)**

electronic **(adj)**

electronics **(n)**

else **(adv)**

employ **(v)**

employee **(n)**

employer **(n)**

end **(n & v)**

engineering **(n)**

enjoy **(v)**

enquire (Br Eng), inquire (Am Eng) **(v)**

enquiry (Br Eng), inquiry (Am Eng) **(n)**

enter **(v)**

entrance **(n)**

envelope **(n)**

equal **(adj & v)**

escalator **(n)**

euro **(n)**

evening **(n & adj)**

ever **(adv)**

exactly **(adv)**

examination **(n)**

examine **(v)**

excellent **(adj)**

exchange **(n & v)**

excuse **(n & v)**

- Excuse me. **(v)**
- It was just an excuse, not the real reason. **(n)**

exercise **(n & v)**

exit **(n & v)**

expect **(v)**

experience **(n & v)**

explain **(v)**

extra **(adj, adv & n)**

eye **(n & v)**

F

FAQ (abbrev) frequently asked questions

fact (n)

fail (v)

faithfully (adv)

- Yours faithfully

family (n)

fan (n)

- The fan isn't working.

far (adv)

fashion (n)

favorite (Am Eng), favourite (Br Eng) (adj)

fear (n & v)

feel (v)

ferry (n & v)

field (n)

- the field of engineering

figure (n)

- see Figure 6
- sales figures

fill (v)

- fill something to the top

fill in (phr v)

- I need to fill in this form.

fill up (phr v)

- Let me fill up your glass.

final (adj)

financial (adj)

fine (adj, n & v)

fire (n & v)

- Fire completely destroyed the warehouse. (n)
- There was a small fire in the office. (n)
- He's in charge of 'hiring and firing' (n)
- He was fired for selling company secrets. (v)

first (adj, adv, det & pron)

- Fill in your first name. (adj)
- first aid (n)
- first of all (adv)
- He was the first to draw attention to the mistake. (pron)
- Could you do the filing first? (adv)

first class (adj & n)

fix (v)

- Could you get the printer fixed today?

flat (adj & n)

flight (n)

- direct flight
- non-stop flight

fly (v)

follow (v)

foot/feet (n)

- at the foot of the page

foreign (adj)

foreign currency (n)

foreigner (n)

form (n & v)

- fill in a form (n)
- order form (n)

forward (v)

- forward a file

forward(s) (adv)

freeway (Am Eng), motorway (Br Eng) (n)

fresh (adj)

fried (adj)

from (prep)

full (adj)

full-time (adj & adv)

function (n & v)

furniture (n)

G

game (n)

garage (n)

gate (n)

generous (adj)

get (v)

get back to (phr v)

- Thanks for getting back to me. entrance?

get into/out of (phr v)

- She got out of the taxi.

get off (phr v)

- We're getting off at the next stop.

get on with (phr v)

- Do you get on well with your colleagues?

get something to someone (phr)

- Can you get it to me by 5pm?

gift (n)

give up (phr v)

- David is planning to give up his job and go freelance.

glass (n & adj)

glasses (n)

go (v)

go off (phr v)

- Suddenly the lights all went off.
- The alarm went off.

go out (phr v)

- We're going out with our new supervisor tonight.

goal (n)

- career goals

good (adj)

goods (n)

graduation (n)

graph (n)

gray (Am Eng), grey (Br Eng) (adj)

green (adj)

- a green policy

ground (n)

grow (v)

guess (n & v)

guide (n & v)

- He has experience as a tour guide. (n)
- I'll guide you around the factory. (v)

H

habit (n)

half (adj, adv & n)

hallo/hello (exclam)

hand (n & v)

- shake hands (n)
- He handed her the book. (v)
- second-hand

hang out (phr v)

happen (v)

harbor (Am Eng), harbour (Br Eng) (n)

hardware (n)

hate (n & v)

have to (v)

head (n & v)

- the head of marketing (n)

head office (n)

hear (v)

heat (n & v)

- Water retains heat longer than air. (n)

heating (n)

hello/hallo (exclam)

her (adj & pron)

hers (pron)

hi(gh)-tec(h) (adj)

high (adj, adv & n)

hill (n)

hire (n & v)

- for hire (n)
- in charge of 'hiring and firing' (n)
- hire more staff (v)
- hire a car (Br Eng), rent a car (Am Eng) (v)

history (n)

hold (v)

- Hold on a second.
- hold an event
- get hold of someone

holiday (n)

honest (adj)

hospital (n)

hotel (n)

house (n)

how do you do? (int)

however (adv & conj)

human (n & adj)

hurry (n & v)

I

I (pron)

idea (n)

if (conj)

- if necessary
- if possible

import (n & v)

impossible (adj)

in (adv & prep)

in advance (prep phr)

in general (prep phr)

in order to (prep phr)

in public (prep phr)

include (v)

including (prep)

inconvenient (adj)

independent (adj)

indoor (adj)

informal (adj)

in front (of) (prep & adv)

inside (adj, prep & adv)

instructions (n)

intelligent (adj)

interest (n & v)

interesting (adj)

international (adj)

interview (n & v)

introduce (v)

introduction (n)

invitation (n)

invite (v)

IT (abbrev) information technology

J

jacket (n)

join (v)

- I joined the company last year.

journalist (n)

just (adv)

K

keep on (phr v)

- They kept on advertising even though their profits were falling.

key in (v)

keyboard (n)

- a computer keyboard

km (abbrev) kilometer (Am Eng), kilometre (Br Eng)

kitchen (n)

L

lab (abbrev) laboratory

lack (n & v)

lamp (n)

language (n)

large (adj)

late (adj)

later (adv)

launch (n & v)

- The company is holding a product launch for the MZ4. (n)
- We're about to launch a new service. (v)

law (n)

lazy (adj)

learn (v)

leather (n & adj)

left (n & adj)

- on the left (n)
- only three left (adj)

lend (v)

lesson (n)

let's (v)

letter (n)

library (n)

lie (n & v)

lift (v & n)

- please help me lift this box (v)
- He took the lift to the fifth floor (Br Eng) (n)

like (v & prep)

limit (n & v)

- railway line
- customer service line

link (n & v)

- internet link (n)

little (adj & pron)

loan (n & v)

location (n)

logo (n)

lonely (adj)

look (n & v)

look for (phr v)

- Who are you looking for?

look like (phr v)

- The new model looks like the old one.

lot (n)

lot of (det) (a lot of)

lounge (n)
low (adj, n & adv)
luggage (n)
lunchtime (n)

M

m (**abbrev**) meter (Am Eng), metre (Br Eng)
machine (n)
madam (n)
• Dear Sir/Madam
mail (n & v)
mailbox (n)
make (v)
• make money
• make a note
make up (n)
manage (v)
• manage a business
• manage to do something
manager (n)
map (n & v)
• They marketed their goods overseas. (v)
• marketing (n)
• I've applied for a job in marketing.
married (adj)
math (Am Eng), maths (Br Eng) (**abbrv**) mathematics
max (adj) maximum
maybe (adv)
me (pron)
mean (n)
• What do you mean?
• What does this mean?
meaning (v)
media (n)
medium (adj)
meeting (n)
• be in a meeting
• have a meeting
memory (n)
• have a good memory
• computer memory
message (n)
metal (n)
midday (n)
midnight (n)
mile (n)
millimeter (Am Eng), millimetre (Br Eng) (n)
mind (n & v)
• His mind was on other things. (n)
• Would you mind if I postponed the meeting?
(v)
mineral water (n)
miserable (adj)
mistake (n & v)
• It was a mistake. (n)
modern (adj)
money (n)
more (adv, det & pron)
most (adv, det & pron)
motorway (Br Eng), freeway (Am Eng) (n)
mouse (n)
• The mouse on my computer isn't working.
movie (n)
Mr (title)
Mrs (title)
Ms (title)
museum (n)

must (v & n)
myself (pron)

N

name (n & v)
natural (adj)
necessary (adj)
negative (adj)
• a negative attitude
neither (conj, det & pron)
network (n)
• a computer network (n)
new (adj)
next (det, adj, adv & pron)
next to (prep)
night (n)
no (**abbrev**) number
noise (n)
noon (n)
north (adj, adv & pron)
note (n & v)
note (Br Eng), bill (Am Eng) (n)
notebook (n)
notice (n & v)
nowhere (adv)

O

occupation (n)
of course (adv)
offer (n & v)
often (adv)
OK/okay (int & adj)
on (prep)
on business (prep phr)
on sale (prep phr)
once (adv, conj & n)
online/on-line (adv & adj)
onto (prep)
opinion (n)
opposite (adj, adv & prep)
order (n & v)
other (adj & pron)
out (adv)
out of (prep)
outdoor (adj)
outdoors (adv)
outside (adv, n)
overall (adj & adv)\

P

pack (n & v)
package (n)
paint (n & v)
pants (n)
pardon (int)
• Pardon?
part (n & v)
partner (n)
pass (n & v)
• pass an exam (v)
• a security pass (n)
password (n)
patient (adj)
pen (n)

people (n)
perfect (v & adj)
perhaps (adv)
personal assistant (n)
pharmacy (n)
photocopier (n)
photocopy (n & v)
pick up (phr v)
piece (n)
PIN number (n)
place (n & v)
plane (n)(n)
plastic (n & adj)
please (int & v)
• Come in, please. (int)
• He tried hard to please his boss. (v)
pleasure (n)
pocket (n)
police (n)
police station (n)
pollution (n)
popular (adj)
position (n & v)
possible (adj)
poster (n)
practice (n)
• The exercises in this book provide plenty of practice.
• out of practice
prefer (v)
present (adj, n & v)
president (n)
previous (adj)
print (n & v)
printer (n)
private (adj)
probably (adv)
process (n)
professional (adj)
profit (n & v)
• profit margin (n)
• profit from a business activity (v)
project (n & v)
proposal (n)
• We all listened to her proposal.
proud (adj)
public (adj)
public holiday (n)
public transport (n)
pupil (n)
put away (phr v)
• Put away the file before you leave.
put up (phr v)
• Gas companies are putting up their prices next week.

Q

quality (n)
quarter (n)
quarter to (also a quarter of in Am Eng) (n)
quarter past (also a quarter after in Am Eng) (n)
quick (adj)
quite (adv)

R

race (n & v)

railway (n)
range (n & v)
Rd (abbrev) road
reach (v)
ready (adj)
really (adv)
receipt (n)
recent (adj)
recommend (v)
reduce (v)
refrigerator (n)
regards (n)
regarding (prep)
regular (adj)
reliable (adj)
remember (n)
rep (n) representative
repeat (n, adj & v)
report (n & v)
representative (Sales Rep/Representative) (n)
reservation (n)
responsible (adj)
restaurant (n)
resume (Am Eng), CV (Br Eng) (n)
retire (v)
rich (adj)
right (n & adj)
• on the right (n)
• That's right. (adj)
rise (n & v)
road (n)
roof (n)
round (adj, prep & adv)
route (n)
rule (n & v)

S

S (abbrev) south
safe (n & adj)
safety (n)
sale (n)
same (adj, adv & pron)
say (v)
schedule (n & v)
science (n)
screen (n & v)
search (n)
• a search on the internet
seat (n & v)
secret (adj & n)
security (n)
seem (v)
select (v)
seminar (n)
sentence (n)
• Can you translate this sentence into German?
serve (v)
• In my last job, I had to serve customers.
sex (n)
• the male/female
shape (n & v)(v)
she (pron)
shine (v & n)
shirt (n)
shop (n & v)
shopping center (Am Eng) / centre (Br Eng) (n)
shopping mall (n)

should (v)
shower (n & v)
shy (adj)
side (n, adj & v)
sightseeing (n)
signature (n)
silver (n & adj)
simple (adj)

- simple food
- a simple exercise

sincerely (adv)
Sir (title)
situation (n)
skill (n)
sky (n)
slow (adj & v)
smart (adj)
smell (n & v)
smoke (n & v)
so (adv & conj)
soft (adj)
solution (n)
some (det, pron & adv)
somebody (n & pron)
someone (n & pron)
something (n & pron)
sometimes (adv)
somewhere (adv)
sorry (adj)
sound (n & v)
space (n)
speak (v)
special (adj)
spell (v)
sport(s) (n)
St (abbrev) street
stairs (n)
stand (n & v)

- stand outside (v)
- a stand at a trade fair (n)
- We stood up to get a better view. (v)

state (n)

- He comes from the state of California. (n)

stay (n & v)
steamed (adj)
still (adj)
stop (n & v)
storeroom (n)
storm (n & v)

- The roof was damaged in the storm. (n)

straight (adj & adv)
street (n)
strong (adj)
studies (n)

- business studies

stupid (adj)
subway (n)

- The New York subway is a huge transportation system. (Am Eng) (underground – Br Eng)
- Subways provide an alternative to crossing busy roads. (Br Eng) (underpass - Am Eng)

such (det & pron)
suggest (v)
suggestion (n)
suitcase (n)
supermarket (n)
supper (n)
support (n & v)

surname (n)
swimming pool (n)
system (n)

T

take (v)

- take time
- take a message
- take time/a day/an afternoon off

take off (phr v)

- She took the afternoon off.
- She took off her jacket.
- The plane took off on time.

take off (n)

- take off and landing

talk (n & v)
tap (n & v)
task (n)
taxi (n)
teach (v)
teamwork (n)
tel (abbrev) telephone number
telephone (n)
tell (v)
terminal (n)

- a terminal at the airport

test (n & v)
than (conj)
that (adv, det, conj & pron)
their (det)
theirs (pron)
then (adv)
therefore (adv)
they (pron)
thing (n)
thirsty (adj)
those (adv, det & pron)
thought (n & v)
through (adv & prep)
ticket (n)
tie (n & v)

- a shirt and tie (n)

time (n & v)
tired (adj)
today (adv & n)
toilet (n)
tonight (adv & n)
tool (n)
total (n & adj)
tour (n & v)
tourist (n & adj)
trade fair (n)
train (n & v)
trainer (n)
trash (Am Eng), rubbish (Br Eng) (n)
trash can (Am Eng), rubbish bin (Br Eng) (n)
trip (n)
truck (Am Eng), lorry (Br Eng) (n)
try (n & v)
turn off (phr v)

- Turn off your cell phone, please.

turn out (phr v)

- Turn out the lights before you go.

TV (abbrev) television
type (v & n)

U

under (prep)
understand (v)
university (n)
up (prep & adv)
update (n & v)

- give me an update (n)
- update your antivirus software (v)

urgent (adj)
use (n & v)
useful (adj)
usually (adv)

V

valuable (adj)
venue (n)
view (n & v)
visit (n & v)
voice (n & v)

W

wage(s) (n)
waiter (n)
waitress (n)
walk (n & v)
wallet (n)
warm (adj)
waste (n & v)
water (n & v)
we (pron)
wealth (n)
weather (n)
week (n)
weekend (n)
well (adv & n)
Well done! (exclam)
wet (adj)
wheel (n)
where (adv & conj)
while (conj)
who, whom (pron)
whose (pron)
wide (adj)
win (n & v)
wing (n)

- wing of a plane

with (prep)
woman (n)
wood (n)
work (n & v)

- work hard
- work overtime/late

working hours (n)
workplace (n)
worse/worst (adj & adv)
write (v)
write down (phr v)

X

Y

year (n)
yesterday (adj & n)
you (pron)
your (adj)
yours (pron)
yourself (pron)

Z

zero (n)

APPENDIX 1

I

Word sets

In addition to words in the alphabetical list, BULATS candidates at A2 level are expected to know:

Cardinal numbers

one, two, three, etc

Ordinal numbers

first, second, third, twenty fourth, twenty fifth, etc

Days of the week

Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday

Seasons of the year

Spring, Summer, Winter, Autumn/Fall

Countries, nationalities and languages

Eg, Brazil, Brazilian, Portuguese; Canada/Canadian

Continents/Oceans

Africa, Europe, North & South America, etc

Pacific, Atlantic, etc

Words for email addresses

dot, slash, at (@), etc

Major currencies

dollars, euros, pounds, etc

APPENDIX 2

Affixes

The words on the alphabetical list may be extended by the use of one or more of these affixes:

- un-** negative prefix, eg *unfriendly, uninteresting*
- er (-r)** with verbs and nouns to make nouns nouns, eg *teacher, shopper, worker*
- ing** with verbs to make nouns (activities), eg *selling, shopping*
- ly** with adjectives to form adverbs, eg *slowly, quickly*
- y** with nouns to form adjectives, eg *sunny*