



UANL



PORTAFOLIO DE EVIDENCIAS

OPORTUNIDAD EXTRAORDINARIA

INGLÉS PARA NEGOCIOS II

Nombre del estudiante: _____

Matrícula: _____ Fecha: _____

Docente: _____

Señala la oportunidad correspondiente:

3° 4° 5° 6°

El presente portafolio forma parte del 50% de tu calificación.

Este valor se obtendrá siempre y cuando cumpla con los siguientes requisitos:

1. Escribe tus datos de identificación completos.
2. Adjunta el portafolio en la Plataforma Ms Teams en formato PDF, el día y hora que el docente asigne la tarea correspondiente a la segunda oportunidad.
3. Verifica el envío correcto del portafolio.

**SIGUE LAS INSTRUCCIONES BRINDADAS POR TU MAESTRO
PARA EL LLENADO DE ESTE PORTAFOLIO.**

ATENCIÓN

**El plagio y comercio de material académico contenido en este
portafolio será sancionado en los terminos de la Legislación
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UANL



Departamento de Tutorías
ENERO - JUNIO 2026

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OP. EXTRAORDINARIAS



INGLÉS PARA NEGOCIOS II

NAME: _____ DATE: _____

ETAPA 1. WHAT ARE THE PRINCIPAL LIABILITIES ACCOUNTS?

I. Match the concept to its definition.

1. Liabilities	() You can find all of your liabilities on your company's and is one of the three major financial statements.
2. Balance sheet	() Tells you how much resources the company has and it is the equal sum of the liabilities and the equity.
3. The assets	() Are any debts your company has
4. The equity section	() Tells you what the company owes.
5. The liabilities section	() Are any debts you must pay back within the next 12 months.
6. Current liabilities	() Tells you how much money the investors have put in the business so far.
7. Fixed liabilities	() Represent income tax payment a company saved today but which it shall be required to pay in the future due to difference between financial accounting recognition criteria and tax laws.
8. Deferred liability account	() This are debts money that must be paid. Usually debt on terms of longer than five years.
9. Long-Term liabilities	() Are debts that aren't due for more than 12 months.

II. SIMPLE PRESENT. Circle the correct verb to complete the sentences using Simple Present structure. Then, write the verbs in parenthesis in the correct form to complete the sentences.

I	work.
You	work.
He	works.
She	works.
It	works.
We	work.
They	work.

Do	I	work?
Do	you	
Does	he	
Does	she	
Does	it	
Do	we	
Do	they	

Yes,		No,	
I	do.	I	don't.
you	do.	you	don't.
he	does.	he	doesn't.
she	does.	she	doesn't.
it	does.	it	doesn't.
we	do.	we	don't.
they	do.	they	don't.

1. We sometimes **read / reads** books.
 2. Emily **go / goes** to the disco.
 3. I always **hurry / hurries** to the bus stop.
 4. It often **rain / rains** on Sundays.
 5. Priscila and her sister **wash / washes** the family car.
- III. WILL VS. GOING TO. Select the correct answer to complete the following sentences.**

WILL	GOING TO
It is used to express future actions decided at the moment of speaking. Ex. I'll have salad now.	It describes future plans decided before the moment of speaking. Ex. I'm going to visit my aunt next Friday.
It is used to indicate a prediction based on personal opinions or experiences. Ex. I think United will win the game.	It is used to express a prediction based on present evidence. Ex. Look at those black clouds. It is going to rain.
Expresses a future fact. Ex. The sun will rise tomorrow.	It is used to describe something is about to happen. Ex. Get back! The bomb is going to explode.

1. I _____ meet some friends.
 - a. Visiting
 - b. Am going to
 - c. Go to

2. We _____ buy a book.
 - a. Are go to
 - b. Aren't going to
 - c. `m going to

3. She _____ pass all her exams. She's very intelligent.
 - a. Will
 - b. Won't

4. _____ Laura _____ stay with us?
 - a. Are/ going to
 - b. Is/ go to
 - c. Is / going to

5. My aunt _____ win the lottery. She never buys a ticket.
 - a. Will
 - b. Won't

MUST / MUSTN'T	HAVE TO / DON'T –DOESN'T HAVE TO
Strong obligation from the speaker. (personal or moral)	External obligation. (rules, laws, someone else)
When you decide it's necessary.	When someone else or a rule makes it necessary.
You must study for the exam.	You have to wear a uniform.
You must not park here	You don't have to come tomorrow.

IV. Complete the following sentences.

Must	mustn't	have to	has to	don't have to
		Doesn't have to		

1. I _____ do my homework before dinner.
2. You _____ wait for me, I will be late.
3. Shhhhhhhh! This is a cinema! You _____ talk.
4. We _____ wear a sweater because it's warm.
5. When we are at the company, we ___ wear a uniform.
6. You ___ be an expert to use the basic functions of program.
7. You ___ tell her that you are sorry.
8. We ___ go to the meeting. It is very important.
9. He _____ wears glasses. He still can see perfectly well without them.

ETAPA 2. TYPES OF CAPITAL AMOUNTS IN THE ENTERPRISE.

I. Match the concepts with their definitions.

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| 1. It is the amount of cash, and other assets (owned by a business, including accounts receivable, equipment, inventory, and buildings of the businesses). | a) Salaries and wages payable in the current year |
| 2. This is an example of a current liability account. | b) Business capital |
| 3. This type of capital is long-term assets like equipment, vehicles, and furniture, used to make a profit. | c) Capital |
| 4. This type of capital is borrowed money (borrowing from banks and other financial institutions or issuing bonds). | d) Debt capital |
| 5. Are used up or paid within a year. | e) Long Term assets |
| 6. Are used over several years. | f) Short-term assets |
| 7. Is raised by issuing shares in the company, publicly or privately and is used to fund the expansion of the business. | g) Journal |
| 8. Is a physical record or digital document kept as a book, spreadsheet or data within accounting software. | h) Equity Capital |
| 9. Is a record of all past transactions of a company, organized by accounts. | i) Financial statement |
| 10. It is defined as a set of documents that show your company's financial status at a specific point in time. | j) General Ledger |
-

II. Choose the correct modal verb to complete each sentence.

- You _____ drink water regularly to stay hydrated.
a) shouldn't b) should c) mustn't d) don't have to
- You _____ eat too much sugar if you want to stay healthy.
a) should b) shouldn't c) must d) don't have to

3. Tom _____ birthday this Tuesday.
a) Will be celebrating b) will celebrate
4. She _____ for Barcelona tonight.
a) Will have left b) will be leaving
5. I _____ ready for office at 7 am.
a) Will have been getting b) will be getting

II.-Instructions: Circle the correct form in the following sentence

- 6.-Pedro _____ every day in the factory.
a) works b) work c) play d) plays
- 7.-Mario_____ his room.
a) cleans b) clan c) work d) swam
- 8.-Paty _____ clean her kitchen.
a) doesn't b) don't c) did d) do
- 9.-Diana and Marco _____ cook our dinner.
a) doesn't b) don't c) did d) do
- 10.-_____ Ilse play soccer?
a) Did b) Does c) Do d) On

ETAPA 4. HOW CAN WE EXPLAIN WHAT INCOME STATEMENTS IS?

I. Answer the following questions.

1. What is an Income statement?

2. Write the components of the Income Statement.

3. How to build an Income Statement in a Financial Model?

4. What are common drivers for each Income Statement Item?

5. Write the components for changes to shareholder equity.

6. What shows a Cash flow statement and its components.

II. Fill in the blanks with present perfect tense.

1. She _____ (travel) Paris several times.
2. They _____ (eat) sushi before.
3. He _____ (do) his homework.
4. John _____ (visit) to the museum yet.
5. The movie _____ (start) already.
6. She _____ (make) dinner for the whole family.
7. The monkey _____ (bite) on his leg in the jungle.
8. He _____ (spend) most of the time playing games.
9. The grass _____ (grow) very long these days.
10. Sam _____ (beat) his friend in the 100 m race.

III. Fill in the blanks using Yet, Just or Already.

1. A: Do you fancy watching that movie?
B: No, I've _____ seen it twice.
2. I haven't tried the new cream _____.
3. I don't want to go to France. I've _____ been there before.
4. A: It says that the bus leaves at 1:10. It's 1:12 now.
B: Oh no! It has _____ left!

JUST means that an action was completed a short time ago.

- Where in the sentence do we use it? **BEFORE THE MAIN VERB!**
- In what sort of sentences do we use it? **AFFIRMATIVE SENTENCES! +**

ALREADY means that an action was completed before now. (usually earlier than expected)

- Where in the sentence do we use it? **BEFORE THE MAIN VERB!**
- In what sort of sentences do we use it? **AFFIRMATIVE SENTENCES! +**

YET means that an action we expected to happen hasn't happened or we use it to ask about actions we expected to happen.

- Where in the sentence do we use it? **AT THE END OF THE SENTENCE!**
- In what sort of sentences do we use it? **NEGATIVE AND INTERROGATIVE! - ?**

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