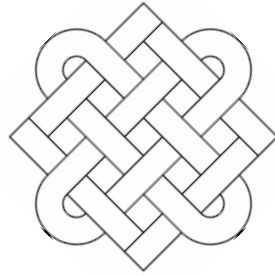


**NEMZETI KÖZSZOLGÁLATI EGYETEM**

Államtudományi és Közigazgatási Kar  
Közigazgatási Szaknyelvi Vizsgaközpont

# **Közigazgatási Szaknyelvi Vizsga**



## **Question Paper & Answer Sheet**

### **WRITING**

### **LEVEL B1**

 Time: 50 minutes

- Answer every question.
- You must not speak to other candidates.
- You may use a non-electronic dictionary.
- Use a black or blue pen.



**TASK 1- FORM COMPLETION**

You work for the Ministry of Innovation and Technology. You have recently participated in an international conference.




Fill in the feedback form with the missing details. Answer questions 1-3 in 30-40 words.

<b>FEEDBACK FORM</b>	
<b>Digital Transformation of the Public Sector Conference</b>	
<b>Organisation details</b>	
Your organisation	Ministry of Innovation and Technology
City	Budapest
Country	Hungary
<b>Feedback</b>	
<u>Underline</u> the presentations you liked the most	Digital public governance The identification of citizens and users <u>E-services for citizens</u> Cloud computing in the public sector Big data in the public sector Cybersecurity - future challenges
Why did you like the presentation?	
How can your country/organization benefit from the ideas?	
What public administration topic would you be interested in next year? Explain why.	

**TASK 2 – FORMAL EMAIL**

**You are a university graduate at NUPS. You would like to apply for traineeship at the European Commission.**

 **Write an application email in 120-150 words. Include the following points:**

- why you want to apply;
- your qualifications and previous work experience;
- special skills.

From: l.kovats@uni-nke.stud.hu
To: ec.traineeship@ec.eu
Subject: Application

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Handwriting practice area consisting of 20 horizontal lines.