

Questions 165-169 refer to the following e-mail and attachment.

To: Terry Morrison
 From: Mabel Johansson, Events Coordinator
 Date: 17 October, 2007 13:05:47

Hello Terry,

I was very relieved to hear that you will be available to help with registration activities at the conference. We were in a bit of a panic!

We need someone for Monday and Tuesday, just to sit at the registration desk, and answer questions, and pass out the orientation packets to the delegates as they arrive. I've attached the schedule for the relevant days, so you can have a look at the times.

Do let me know that you've received this e-mail and the times are alright for you. Thanks ever so much!

Regards,
 Mabel

MOBILE TECHNOLOGY CONFERENCE

Early Registration Opens Monday, October 22, 2007	7:30 AM - 5:00 PM
DAY ONE Tuesday, October 23, 2007	
Registration Hours	8:00 AM - 10:00 AM
Morning Technical Sessions	10:15 AM - 12:00 PM
Lunch	12:00 PM - 1:00PM
Keynote Plenary Session	1:00 - 3:00 PM
Exhibit Hall Open	2:00 PM - 5:00 PM
Afternoon Technical Sessions	4:30 PM - 7:00 PM

165. What will be included in Terry's job?

- (A) organizing the conference
- (B) giving delegates information
- (C) leading a Technical Session
- (D) answering the telephone

166. What would Mabel like Terry to do?

- (A) let her know when there is a problem
- (B) let her know that all is okay
- (C) tell her what hours she is available
- (D) volunteer to work

167. When will Terry be working on Tuesday?

- (A) 8am - 10am
- (B) 8am - 7pm
- (C) 7:30am - 5pm

168. Which conference activities are happening at overlapping times?

- (A) the Exhibit Hall and the Afternoon Technical Sessions
- (B) the Keynote Plenary Session and the Afternoon Technical Sessions
- (C) registration and the Morning Technical Session
- (D) lunch and the Keynote Plenary Session

169. How long are the Morning Technical Sessions?

- (A) 2 hours
- (B) 2 hours and 30 minutes
- (C) 45 minutes
- (D) 1 hour and 45 minutes



Questions 170-171 refer to the following news report.

Republicans Clash Over Tax Cuts

Republican party presidential candidates, Mr. Giuliani and Mr. Romney, argued over their tax and spending policies. The clashes took place during a televised debate in Michigan.

The ex-New York mayor and the former Massachusetts governor each claimed to be more committed to lowering taxes, as they competed for conservative support.

The clash between Mr. Giuliani and Mr. Romney began when the Republican front-runners were asked to discuss their differences over economic issues.

170. What was Mr. Giuliani's former job?

- (A) president
- (B) mayor of New York
- (C) governor of Massachusetts
- (D) Republican presidential candidate

171. Where did most people probably witness the clash?

- (A) on TV
- (B) in Michigan
- (C) in New York
- (D) at the debate

Questions 172-174 refer to the following e-mail.

From: "Mark Wilson" <m.wilson@rg_inc.org >

To: Anna Ardy <a.ardy@rg_inc.org >

Cc: "Jason Johnson" <j.johnson@rg_inc.org >, "Bill Stewart" <Stewa78@gbv.gov >, "Maria White" <m.white@rg_inc.org >, "Jodie Forest" <j.forest@rg_inc.org >

Subject: PR committee meeting - Thursday, 12th November

Date: Monday, 9th November 09:04:47

Just a reminder to everyone that we are holding our Public Relations Committee meeting this Thursday.

It is due to start at 9:30 sharp, with Mr. Stewart kindly visiting to give a presentation on the new advertising regulations that have just passed, so this should save all of us some time and confusion. Also, would those of you who have had projects finished this month please be prepared to give a quick presentation on the outcome.

Thanks, and I look forward to seeing you at the meeting.

Mark Wilson

172. How many people received this e-mail?

- (A) one
- (B) five
- (C) six
- (D) twelve

174. What is most likely to be the website address of this organization?

- (A) www.wilson.org
- (B) www.gbv.gov
- (C) www.rg_inc.gov
- (D) www.rg_inc.org

173. What is true of the meeting?

- (A) It will start promptly.
- (B) People will present ideas for projects.
- (C) There will be several guest speakers.
- (D) It is in a week's time.

Questions 175-176 refer to the following memo.

MEMO

To: Jerry Wilson, CEO

From: MaryAnn Tyler, Director

Subject: Urgent change of plans

Date: 14 May 2007

Jerry, call me as soon as you have read the attached report.

We need to implement the new product marketing plan sooner than discussed at our last meeting, because Alpha Inc. now has a similar one set to launch in July. Call me right away.

Regards,
MaryAnn

175. What should Jerry do after reading the report?

- (A) call MaryAnn immediately
- (B) read the report then call MaryAnn
- (C) implement the new product marketing plan
- (D) send a report to Alpha Inc.

176. How do Jerry and MaryAnn view the Alpha Inc.?

- (A) as a competitor
- (B) as a colleague
- (C) as an example
- (D) as an imposter



Questions 177 - 181 refer to the following letter and business card.

Mr. Timothy York
42 Chadwick Street, 2F3
London, SW1P 2EP
18 January 2008

We have received your claim for damages to your car sustained on 29 Dec 2007. However, we require a few other pieces of documentation, to process the claim. We need a police report to determine fault in accident claims, and request that you send us this document. Were police present at the accident scene? If police were not involved we will need a form 77RH from you.

In this situation the claim process becomes more complicated and it is at our discretion whether we can accept your claim.

I am the officer at Drive Right Insurance that will be handling your claim, and I have included my business card with contact details. If you have any questions or need a copy of the 77RH form, please contact me directly.

Regards,

Mr. Tyler Bancroft

Mr. Tyler Bancroft, MA

Claims Appraiser
Drive Right Insurance Co.

Mob: 778 4446 6925
Tel: 020 7429 8759
Fax: 020 7429 8755
Email: Bancroft@DriveRight.co.uk

177. Approximately how much time has passed between the accident and this letter?

- (A) a few days
- (B) a few weeks
- (C) a few months
- (D) about a year

178. Why is a police report needed?

- (A) to prove the accident happened
- (B) to show who caused the accident
- (C) to complete the 77RH form
- (D) to show where the accident happened

179. If the police were not involved what will happen?

- (A) The claim will be accepted.
- (B) The claim may not be accepted.
- (C) The claim will be refused.
- (D) The police will now be contacted.

180. Why was the business card included?

- (A) to encourage a sale
- (B) as a reminder for an appointment
- (C) to make an introduction
- (D) to provide contact information

181. In which department at Drive Right Insurance does Mr. Bancroft most likely work?

- (A) management
- (B) sales department
- (C) claims department
- (D) department of underwriters

Questions 182-183 refer to the following notice.

FOR RENT

5th floor studio apartment in the Clearwater area. Newly refurbished, wood floors, large windows, excellent views. Utilities included. No smoking, or pets. Two months' rent plus deposit required for the first payment. \$500 per month. Call Louisa after 5pm on 224 352 2254.

182. Where would this notice be most likely to be found?

- (A) in a leisure magazine
- (B) in a local newspaper
- (C) in a telephone book

183. What should the tenant expect to pay for electricity?

- (A) He or she will only pay on the first month.
- (B) It will be different
- (C) \$500 per month.

Questions 184 - 188 refer to the following bulletin and memo.

DEPARTMENTAL EMERGENCY ALARMS

IN THE EVENT OF AN ACCIDENT OR EMERGENCY WITHIN THE DEPARTMENT THERE ARE THREE ALARMS THAT MAY BE HEARD: KLAXON HORN, CONTINUOUS BELL, OR INTERMITTENT BELL.

1) A KLAXON HORN INDICATES A LABORATORY ALARM HAS BEEN ACTIVATED.

- ☛ Trained staff will respond to this alarm during normal working hours.
- ☛ If this alarm should sound outside of normal working hours, or persist for any period you are obliged to investigate its cause.

2) A CONTINUOUSLY SOUNDING FIRE BELL

- ☛ In normal working hours all staff are expected to follow the emergency procedures detailed in the safety regulations.

3) LIFT ALARM INTERMITTENT BELL

- ☛ Local to lift only. In normal working hours inform the General Office on level 4 of Building J13.

MEMORANDUM

To: All employees
From: Management

Following on from the uncertainty we experienced last week over procedures to carry out when an alarm is heard, the attached document outlines the different alarms and the actions that need to be taken when they are sounded.

Please make yourself familiar with it.

Remember however: BEFORE YOU INVESTIGATE THE SOURCE OF ANY PROBLEM, RING and INFORM SECURITY - Phone No. 13333.

Give them the following information:

YOUR NAME	THE TYPE OF ALARM	THE ACTION YOU INTEND TO TAKE
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184. Which alarm is the least serious?

- (A) the Klaxon Horn
- (B) the continuously sounding bell
- (C) the intermittent bell
- (D) they are all equally serious

185. When will the Klaxon Horn sound?

- (A) if there is an emergency in the Laboratory
- (B) if there is a fire outside of working hours
- (C) if someone is stuck in the lift
- (D) if there is a fire at any time

186. For what reason do employees need to check the safety regulations?

- (A) to learn the fire emergency procedures
- (B) to learn how to avoid laboratory emergencies
- (C) to learn emergency procedures outside of working hours
- (D) to find out how to contact security

187. Why was this memo issued?

- (A) as a routine safety precaution
- (B) in answer to a question by staff
- (C) because of an incident last week
- (D) because the alarm system is new

188. When contacting security, what information must be given?

- (A) where you are
- (B) your job title
- (C) what you found while investigating
- (D) which alarm you heard



Questions 189 - 190 refer to the following notice.

LOST

A lady's silver Timex watch with a silver band. RC is inscribed on the band.
It was possibly lost in the ladies' toilet on floor three, on Monday the 24th June.
If found, please turn in to reception.

189. Where would this notice most likely be found?

- (A) in a newspaper
- (B) in a restaurant
- (C) in an office building
- (D) at a bus stop

190. What probably happened to the watch?

- (A) it fell off
- (B) it was found
- (C) it was repaired
- (D) it was broken

Questions 191 - 192 refer to the following receipt.

STATE STREET BRANCH ATM

10/09/06 09:43

Withdrawal from checking
Account # 448957600008
\$ 100.00

Balance \$ 2,054.54

Available balance \$ 1,054.54

191. When did this transaction occur?

- (A) in the morning
- (B) at midday
- (C) in the afternoon
- (D) in the evening

192. How much money is currently in the account?

- (A) \$ 100.00
- (B) \$ 1,409.06
- (C) \$ 2,054.54
- (D) \$ 1,054.54

Questions 193-195 refer to the following job announcement.

Organization: UNESCO

Job type: Science and Technology

Job reference: EU/TP/ITA/SC/0822

Apply: [Click here](#)

Job offer description: Research Scientist

City: Trieste

Country: ITALY

Responsibilities

Research: To undertake front-line research in the areas of Mathematics, specifically, probability (pure or/and applied) or dynamical systems.

Qualifications

Education:

Ph.D. or equivalent doctoral level in Mathematics.

Experience:

At least 5 years of research experience at an international level after completion of Ph.D.

Languages:

Excellent knowledge of written and spoken English.

Others:

A positive attitude towards the international and multicultural characteristics of the assignment.

193. Where was this job announcement most likely found?

- (A) on a job center bulletin board
- (B) in a newspaper
- (C) on the internet
- (D) in a magazine

194. What is true for the successful candidate?

- (A) He or she must be Italian.
- (B) He or she must be English.
- (C) He or she must speak English.
- (D) He or she should have just graduated with a Ph.D.

195. What will the research be about specifically?

- (A) probability
- (B) international mathematics
- (C) attitudes to multiculturalism
- (D) a mathematician



Questions 196 - 197 refer to the following notice.

PRINCE CHARLES CINEMA

TODAY'S FILMS: Tuesday, October 16

1:00pm Zodiac
4:05pm Breach
6:30pm Manufacturing Dissent
8:20pm Transformers

STARTING NEXT WEEK

3:10 To Yuma
A Mighty Heart
Hatchet
The Lives Of Others
Shoot 'Em Up

Staff Choice: *The Lives of Others*

Staff Choice this week is by Natalie, who has reviewed Academy Award winning *The Lives of Others*.

It's a gripping look behind the iron curtain at Soviet East Berlin - well worth a watch. Catch *The Lives of Others* at the Prince Charles Cinema now.

196. When can you watch "A Mighty Heart"?

- (A) at 3:10pm
- (B) today, or next week
- (C) at 8:20pm
- (D) next week

197. Who has recommended *The Lives of Others*?

- (A) the Academy
- (B) the Staff
- (C) Natalie
- (D) Prince Charles

Questions 198 - 200 refer to the following insert.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to actively listen and communicate with supervisors, peers and customers.

The employee must be capable of sitting and driving for extended periods of time depending on the geographic size of the service area.

The employee will consistently be required to work from high places such as roofs, ceilings, ladders, as well as from crawl spaces and other limited spaces within and outside of homes and businesses.

The employee must be able to safely move and lift materials and equipment weighing up to 25 pounds on a routine basis, and on limited occasions up to 50 pounds without assistance.

198. Where would this insert most likely be found?

- (A) in an office safety document
- (B) in a staff newsletter
- (C) at a health center
- (D) in a job application pack

200. What kind of job is being described?

- (A) repair or maintenance work
- (B) door-to-door sales work
- (C) research or product development
- (D) office work

199. Who would NOT be able to perform this job well?

- (A) anyone who is not a weightlifter
- (B) someone who is afraid of heights