

Questions 176-180 refer to the following e-mails.

To:

j.wickler@seed-delight.net

From:

bartosz@ashersfarmingdigest.com

Date:

September 22

Subject:

Asher's Farming Digest

Dear Mr. Wickler,

For a limited time, *Asher's Farming Digest* is offering discounted pricing on advertisements to companies that have not yet advertised in our magazine. When you advertise with *Asher's Farming Digest*, you can reach a targeted audience of over 30,000 agriculture professionals in print and online. Take advantage of this unique opportunity to help expand your customer base!

Our current offers for first-time advertisers, valid until October 15, are outlined below. To reserve any of these full-color advertisements, have one of our designers create a custom advertisement for you, or request more information, please reply to this e-mail or call me at 603-555-0103, ext. 27. Specifications for advertisements are available at www.ashersfarmingdigest.com/ads.

Package	Format	Price (Per Month)
1	One full-page print ad plus 6" x 1" Web site ad	\$675
2	One half-page print ad plus 4" x 5" Web site ad	\$525
3	One half-page print ad plus 3" x 3" Web site ad	\$475
4	One quarter-page print ad plus 3" x 3" Web site ad	\$400

Sincerely,

Gosia Bartosz
Marketing Coordinator
Asher's Farming Digest

E-Mail Message

To:

bartosz@ashersfarmingdigest.com

From:

j.wickler@seed-delight.net

Date:

September 29

Subject:

Re: Asher's Farming Digest

Hello Ms. Bartosz,

I received your e-mail and am interested in placing an advertisement in *Asher's Farming Digest*. First, though, I would like some clarification about the online advertisement. I reviewed the specifications on your Web site but am still uncertain about the location of the advertisement. Where exactly would the 4" x 5" advertisement appear on your Web site?

As soon as I hear from you, I can provide an electronic file of the advertisement together with payment details.

Thanks,

James Wickler
Owner, Seed Delight Company

176. Why did Ms. Bartosz e-mail Mr. Wickler?
- (A) To announce the launch of a publication
 - (B) To advertise a new agricultural product
 - (C) To inform him of a special promotion
 - (D) To offer him a discount on a subscription
177. What is suggested about *Asher's Farming Digest*?
- (A) It recently expanded its readership.
 - (B) It will be releasing a special issue.
 - (C) It has increased its advertising rates.
 - (D) It publishes a full-color magazine.
178. What is mentioned about Ms. Bartosz?
- (A) She is a graphic designer.
 - (B) She has worked with Mr. Wickler before.
 - (C) She can provide additional assistance.
 - (D) She will be out of the office in October.
179. In the second e-mail, the word "placing" in paragraph 1, line 1, is closest in meaning to
- (A) hiring
 - (B) putting
 - (C) assigning
 - (D) calculating
180. What package does Mr. Wickler most likely want?
- (A) Package 1
 - (B) Package 2
 - (C) Package 3
 - (D) Package 4

Questions 181-185 refer to the following e-mails.

To:	j.bonsky@kwipt.net
From:	u.akpan@fraskerdigitalmarketing.com
Date:	Wednesday, July 9
Subject:	Frasker Digital Marketing technical writing

Dear Ms. Bonsky,

Thank you again for applying to Frasker Digital Marketing. We enjoyed speaking with you on Monday and are thrilled to invite you to join our technical writing team. As you know, your work will entail writing user guides, installation manuals, newsletters, and other documents for our technology clients. Your strong background in information technology will be a big asset, as it is crucial that you understand the technical details of our clients' products and can articulate this information clearly and succinctly.

Your work will begin in August with an in-person training session at our headquarters in Albany, New York. We'd like to find a time that works for as many people on the new team as possible, especially those like you who do not live in New York. Please respond to this e-mail as soon as possible and let me know which weekend in August you prefer.

This is a contract position, and aside from the initial training session, work will be done remotely during whichever hours you choose. As discussed, you will receive a page rate that depends on the complexity of each assignment you choose to accept. Al Chalmers, our head of human resources, will be in touch soon with all the necessary documents you will need to fill out.

We look forward to working with you!

Uwana Akpan
Frasker Digital Marketing

To:	undisclosed recipients
From:	u.akpan@fraskerdigitalmarketing.com
Date:	Thursday, July 10
Subject:	FDM training

Dear Technical Writing Team,

Based on your responses, we have determined that August 16–17 works best for most of you. Please note that training will run from Saturday morning through Sunday afternoon. We expect anyone who lives outside the area to arrive on Friday, when we will arrange for you to have dinner with some of our local writers if you like. All travel expenses will be covered by Frasker Digital Marketing. More details about this will follow, but for now I just want to inform you of the schedule so you can put it on your calendars.

Uwana Akpan
Frasker Digital Marketing

181. Why did Ms. Akpan write to Ms. Bonsky?

- (A) To offer her a position
- (B) To provide technical assistance
- (C) To promote a writing workshop
- (D) To negotiate a salary

182. What information is Ms. Bonsky asked to provide?

- (A) Her educational background
- (B) Her availability for training
- (C) A list of her current clients
- (D) A summary of her work experience

183. What is indicated about the technical writing team members?

- (A) They are paid at variable rates.
- (B) They have all worked together before.
- (C) They work from the same location.
- (D) They pay their own travel expenses.

184. Why will Mr. Chalmers contact Ms. Bonsky?

- (A) To clarify a company policy
- (B) To make travel arrangements
- (C) To issue employment paperwork
- (D) To explain software requirements

185. What will Ms. Bonsky most likely do on August 15 ?

- (A) Submit a writing assignment
- (B) Travel to Albany
- (C) Participate in a training session
- (D) Meet Mr. Chalmers

Questions 186-190 refer to the following advertisement, e-mail, and Web site feedback.

Janney's Star Tours
☆☆☆☆☆
Edinburgh, Scotland

To celebrate the arrival of Spring, Janney's Star Tours is offering packages at 10 percent less than the cost of last year's tours. This offer applies to travel reservations made on or before 15 May. Our Spring tours are offered every week, but book yours early before they fill up! Here is a sampling of our standard packages:

- **Glasgow and Inverness:** This 4-day tour begins in one of the most bustling seaports in Britain. Enjoy live theatre and view some of the best modern art in the country. Then continue on to Inverness, and experience the contrast offered by its high-tech businesses and ancient castles, forts, and woods.
- **Aberdeen and Isle of Skye:** The City of Aberdeen boasts energy, shipbuilding, and fishing among its diverse industries. During this 4-day tour, stroll Aberdeen's parks and gardens, visit art galleries, and check out the numerous cafes and bookshops around Aberdeen's universities. The tour will proceed to Skye, a cool, peaceful, and often misty northern island dotted with small villages.
- **Dublin:** Take a hop over to the Emerald Isle and explore the whole of Ireland. Our 3- and 5-day tours take you to Belfast, Donegal, the Blarney Castle, and more.

We can customize tours for special groups by tour length and type of attractions.

From: noreply@bookings.janneysstar.com
To: ebryantl27@telservers.com
Date: 8 April
Subject: Confirmation of Reservation

Dear Mr. Bryant,

Thank you for choosing Janney's Star Tours. Your reservation for one passenger(s) has been confirmed:

Tour name: Aberdeen and Isle of Skye
Departure Date/Time from Edinburgh —Monday, 19 May, 9:00
Return to Edinburgh —Thursday, 22 May, 19:00
Your card has been charged: £184.00

Our customer relations coordinator is happy to address any concerns you may have before your trip date. If you have an enquiry please e-mail tours@janneysstar.com or telephone +44 (0) 134 236 0155.

Participant feedback

I'm a photographer, and the views and locations you see on this tour are second to none. This company knows how to treat its customers, and I hope to be back for more adventures. Our guide, Dympna Murray, was knowledgeable and energetic. As a native of the city we visited, she exhibited a charming familiarity with its traditions and culture. I learned a lot about the history of the city through her interesting stories.

Posted by: Evan Bryant

186. What is suggested about Janney's Star Tours?
- (A) It has recently opened new offices.
 - (B) It is celebrating a company expansion.
 - (C) It has created new tours to meet demand.
 - (D) It schedules its tours several times a month.
187. According to the advertisement, what can Janney's Star Tours offer clients?
- (A) Discussions with artists and actors
 - (B) Reduced rates for repeat customers
 - (C) A guaranteed maximum tour group size
 - (D) Travel arrangements based on a group's preferences
188. What is suggested about Mr. Bryant's tour?
- (A) It will take five days to complete.
 - (B) It was purchased at a reduced price.
 - (C) It will not include gallery entrance fees.
 - (D) It has been especially designed for historians.
189. In the Web site feedback, the word "treat" in paragraph 1, line 2, is closest in meaning to
- (A) serve
 - (B) pay for
 - (C) develop
 - (D) improve
190. What is indicated about Ms. Murray?
- (A) She is from Aberdeen.
 - (B) She is a newly trained guide.
 - (C) She speaks several languages.
 - (D) She studies at a local university.

Questions 191-195 refer to the following schedule, e-mail, and review.

African Council for Industry & Commerce 6th Annual Symposium Van Ravenswaaij Convention Centre Cape Town, South Africa Saturday, 9 August		
Tentative Schedule		
Time	Location	
9:00 A.M. — 9:30 A.M.	Welcome and Opening Remarks by ACIC President Storey Dambuza Leadwood Banquet Hall	
	Mangrove Room	Willowmore Room
10:00 A.M. — 11:30 A.M.	Enhancing Flavor, Texture, and Nutritional Value — Marius Van Rhyn	Creating Standards of Excellence for Safety and Quality — Shameen Pillay
1:00 P.M. — 2:30 P.M.	Traditional Preservation Techniques Revisited: Canning and Pickling — Fezekile Agwu	Purchasing Automated Equipment For Your Production Facility — Avanish Gupta
3:00 P.M. — 4:30 P.M.	Innovations in Refrigeration and Storage for Perishable Products — Anja Haasbroek	Packaging Strategies for Product Shipping — Thabo Kekana
• Presenters must notify Cedrick Molawa (cmolawa@acic.org.za) of needed changes by 3 July. A final version of the schedule will be posted by 10 July on our Web site, www.acic.org.za/schedule. • Presenters MUST register for the event. Select the "Registration" tab on our Web site and fill out a registration form. Be sure to mark the box labeled, "Presenter". Additionally, those planning to recruit personnel should complete an Employer Application, available under the site's "Career Center" tab. • The Vertin Suites has a limited number of rooms still available at a discounted rate, so consider booking promptly.		

From:	Anja Haasbroek <ahaasbroek5@mnvind.co.za>
To:	Cedrick Molawa <cmolawa@acic.org.za>
Date:	Thursday, 24 June 1:50 P.M.
Subject:	Schedule change request
Dear Mr. Molawa: Due to circumstances beyond his control, my colleague, Thabo Kekana, is unable to give his presentation. I have now been asked to take over from him. Looking at the most recent draft of the conference schedule, however, I noticed that the time slot assigned to Mr. Kekana conflicts with mine. Kindly assist me in resolving this dilemma. Thank you. Sincerely, Anja Haasbroek	

https://www.acic.org.za			
Program	Registration	Sponsorships	<u>Comments</u>
At the recent ACIC symposium I gave a presentation on the intricacies of buying automated machinery. Not only was my lecture well attended, during the subsequent question-and-answer session I was compelled to cover material that I had deliberately omitted from the presentation, fearing it would be too complicated. Clearly the audience was far more competent than I had anticipated. Additionally, in my capacity as a recruiter, I interviewed a dozen candidates for a critical position at my company. This initial experience with the ACIC symposium was utterly gratifying and I'm looking forward to the next edition. —Avanish Gupta			

191. What industry is the focus of the conference?
- (A) Recycling
(B) Food
(C) Automotive
(D) Clothing
192. According to the schedule, what are presenters expected to do?
- (A) Confirm on their registration that they are presenting
(B) Indicate where they would like their materials sent
(C) Reserve hotel accommodations by July 10
(D) Request a discount code from Vertin Suites
193. What has Ms. Haasbroek been asked to do?
- (A) Arrange a meeting with Mr. Molawa
(B) Submit a draft of her presentation
(C) Discuss ways of preparing goods for transport
(D) Cancel travel arrangements made for Mr. Kekana
194. In the review, the word "capacity" in paragraph 1, line 5, is closest in meaning to
- (A) role
(B) time
(C) ability
(D) experience
195. What is probably true about Mr. Gupta?
- (A) He opened a manufacturing plant recently.
(B) He filled out an Employer Application when registering.
(C) He preferred the recent ACIC conference over previous ones.
(D) He believed his topic would be easy to understand.

Questions 196-200 refer to the following article, newspaper editorial, and e-mail.

CORDOVA (May 6)—Cordova city officials have begun preliminary discussions about what to do with Lowell Street Bridge, a historic city landmark that is in dire need of an upgrade. While costly restoration options are being considered, several factors make demolition a more likely outcome.

"It's a tough decision and one we don't intend to make hastily," said city planner Colin Barnwell. "So far, it seems that replacing the bridge makes the most financial sense."

Price isn't the only consideration, however. According to structural engineer Steve Pachenco, traffic flow is another important factor. "Highway 49 will soon be broadened from two lanes to four. Then, Lowell Street Bridge will no longer be able to accommodate the increase in vehicles," he said. "The way I see it, a wider, more modern bridge is inevitable."

For residents who want to share their opinions and ideas, the city council will be holding a public input session at Helman Square next Thursday at 11:00 A.M.

Letters to the Editor

May 7—I'm writing in response to yesterday's article about Lowell Street Bridge. This bridge is an invaluable part of Cordova's cultural identity and it is in the city's best interest to keep it intact. Considering the tremendous amount of income the cultural-heritage-tourism industry brings to the city annually, I would argue that the short-term costs of restoring this historic landmark would be economically worthwhile.

—Maria Cantu, member of the Cordova Preservation Society (CPS)

E-mail	
To:	members@cordovaps.org
From:	leo_contreras@cordovaps.org
Date:	May 19
Subject:	Lowell Street Bridge Update
Dear CPS Members, Congratulations! Thanks to our strong community presence at the city council event, and after countless phone calls to city council members, it looks like Lowell Street Bridge will not be demolished after all! <i>The Cordova Times</i> published an article today stating that the city is now planning to relocate the bridge to the Eastside cultural district, where it will be used for foot traffic rather than motor vehicles. This decision is surely due in part to the fact that each of you voiced your opinions last Thursday. Thanks again, Leo Contreras, Cordova Preservation Society Community Organizer	

196. In the article, what is indicated about the city of Cordova?
- (A) It plans to start offering tours.
 - (B) It is going to increase its budget.
 - (C) It will soon start a road expansion project.
 - (D) It is enforcing new traffic regulations.
197. What is NOT implied about Ms. Cantu?
- (A) She values a city landmark.
 - (B) She worked with Mr. Pachenc
 - (C) She disagrees with Mr. Barnwell.
 - (D) She read the May 6 newspaper article.
198. In the e-mail, the word "countless" in paragraph 1, line 2, is closest in meaning to
- (A) numerous
 - (B) unrecorded
 - (C) insignificant
 - (D) registered
199. Why does Mr. Contreras congratulate CPS members?
- (A) They have elected new leadership.
 - (B) They have been featured in a newspaper article.
 - (C) They have helped influence a city decision.
 - (D) They have secured additional funding from the city.
200. What is suggested about CPS members?
- (A) They helped repair a structure.
 - (B) They meet regularly every Thursday.
 - (C) Some of them spoke at Helman Square.
 - (D) Some of them live in the Eastside cultural district.

Stop! This is the end of the test. If you finish before time is called, you may go back to Parts 5, 6, and 7 and check your work.