

124. Since taking on the position of CEO, Ms. Gelson _____ attempted to improve the output rate of the company by reorganizing its manufacturing process.

- (A) has been
- (B) will be
- (C) was
- (D) has

125. All employees _____ to have at least five years' field experience.

- (A) require
- (B) are required
- (C) requires
- (D) has required

126. There were some technical problems with the equipment that she rented for the presentation, so Susan Kimberly would like to have her money _____.

- (A) refunds
- (B) refunding
- (C) refunded
- (D) refund

127. Ms. Tomoe has already been to Helix Labs, but this will be her first time seeing their testing facilities.

- (A) ever
- (B) ago
- (C) once
- (D) then

128. Signs must be posted in the elevators that their maximum capacity may not 1,600 pounds, or 727 kilograms.

- (A) exceed
- (B) excel
- (C) promote
- (D) interrupt

129. Renovations this summer will increase Larchmere Concert Hall's seating by 80 seats.

- (A) schedule
- (B) capacity
- (C) preparation
- (D) accommodation

130. The recruitment advertising meeting that was scheduled for tomorrow has been until next week.

- (A) prepared
- (B) terminated
- (C) scheduled
- (D) postponed

131. Accommodation costs and living will vary, depending on individual requirements and work locations.

- (A) money
- (B) prices
- (C) credits
- (D) expenses

132. The discount for students _____ only to those who present their student identification cards.

- (A) applies
- (B) apply
- (C) applying
- (D) have applied

133. There _____ a new restaurant in the center of the town which sells Japanese food.

- (A) is
- (B) are
- (C) has been
- (D) being

134. _____ Japanese applicants who apply for the manager assistant position.

- (A) There is
- (B) There are
- (C) Those
- (D) There are being

135. The survey of study habits and attitudes _____ a psychological test that measures the motivation, attitude toward school.

- (A) are
- (B) which is
- (C) is
- (D) have been

136. That the company expands their business abroad _____ more vendors to invest their money.

- (A) attracting

(B) attracts

(C) attract

(D) attractive

137. Neither of the birthday cards _____ suitable.

(A) was

(B) were

(C) are

(D) have been

138. A great number of students _____ each year for social activities held by our organization.

(A) volunteer

(B) volunteers

(C) volunteering

(D) has volunteered

139. At night, with the lights shining on the water, everything _____ totally different.

(A) is looked

(B) looking

(C) look

(D) looks

140. Measles _____ an infectious disease that produces small, red spots all over the body.

(A) is

(B) are

(C) will

(D) to

141. The number of students attending at our seminar _____ increasing.

(A) is

(B) are

(C) being

(D) have been

142. Today, our company headquarters are located the Transcontinental Bank headquarters, at the corner of Cavalry Avenue and Queen Caroline Boulevard.

(A) without

(B) near

(C) down

(D) to

143. Despite several setbacks, the restoration of the Pratt Theater will be completed of schedule.

(A) soon

(B) front

(C) early

(D) ahead

144. Employees on official business are offered for any expenses incurred for meals related to workshops, business meetings, or company-related events.

(A) investment

(B) dimension

(C) reimbursement

(D) expenditure

145. We are _____ to announce the launch of our newest software program.

(A) excited

(B) exciting

(C) excite

(D) excitingly

146. After 15 years as a fashion designer, Mr. Jacobs will quit his job to pursue an _____ career in public relations.

(A) excite

(B) excited

(C) have excited

(D) exciting

147. When _____ correctly on cracked and dirty leather, our cleaning product will help remove the dirt easily.

(A) use

(B) used

(C) using

(D) it used

148. The enclosed documents summarize _____ changes to the existing overtime regulations.

(A) propose

(B) proposed

(C) proposes

(D) to proposing

149. The sales department always requires employees to give detailed _____ reports when sending emails.

- (A) attached
- (B) attachment
- (C) attaching
- (D) attach

150. Please be reminded that you need to save important files in your individual folder before _____ the office.

- (A) exit
- (B) exited
- (C) exiting
- (D) exits

151. Did you hear the _____ news? Josh is our new director.

- (A) surprised
- (B) surprisingly
- (C) surprising
- (D) to surprise

152. This is the most _____ film I have ever watched.

- (A) to touch
- (B) touched
- (C) touching
- (D) touchingly

153. We finally announced the changes in the next year goal. It made our staff_____.

- (A) frustrating
- (B) frustrate
- (C) frustrated
- (D) frustration

154. Her feedbacks to our team's task were great. She was _____ with the result.

- (A) satisfaction
- (B) satisfying
- (C) satisfied
- (D) satisfyingly

155. Those who have questions concerning fringe benefits are advised to consult with _____ employee handbook.

- (A) their
- (B) they
- (C) themselves
- (D) theirs

156. Mr. Kim appears to be the only person in our team who can finish the survey by _____.

- (A) he
- (B) him
- (C) his
- (D) himself

157. Readers who contribute_____ to the Daily Voice opinion section will be listed as guest columnists.

- (A) regular

(B) regulars

(C) regularly

(D) regularity

158. Road and street signs must be _____ visible even in the distance in order for drivers to know where they are heading.

(A) clearness

(B) clear

(C) clearly

(D) clears

159. Don't hesitate to approach Mr. Yenning if you would like to ask _____ about the upcoming conference.

(A) he

(B) his

(C) him

(D) himself

160. Although they look _____ identical to the untrained eye, these two models of printers actually feature completely different options.

(A) near

(B) nearly

(C) nearness

(D) nearing

161. Please pull up to the front gate once you arrive, where our guest relations manager will _____ escort you to your room.

(A) glad

(B) gladly

(C) be glad

(D) be gladdened

162. Ms. Kim asks that the marketing team e-mail the final draft to _____ before 5 p.m.

(A) her

(B) she

(C) hers

(D) herself

163. The new management recognized the importance of this business decision and _____ reorganized operational procedures.

(A) prompt

(B) promptness

(C) promptly

(D) prompter

164. Three weeks after Ms. Kanes was hired for the job, _____ had to move to Singapore.

(A) she

(B) her

(C) herself

(D) her own

165. All written proposals must comply _____ Walnut Food's internal document guidelines.

(A) by

(B) for

(C) to

(D) with

166. Apply for an online membership at Sales Mart today and receive coupons that allow you to save 20 percent off many of our items.

(A) off of

(B) except for

(C) as far as

(D) up to

167. Much of this year's profits will be used renovation of the textile plant.

(A) along

(B) for

(C) to

(D) while

168. Printers & Technology collects and publishes information on the latest printing equipment from companies North America.

(A) at

(B) by

(C) across

(D) during

169. The staff lounge is the meeting room, across the hall from the computer lab.

(A) throughout

(B) against

(C) next

(D) near

170. As all our locations are individually owned and operated, prices will vary location to location.

(A) on

(B) from

(C) by

(D) in

171. The Queen of Hearts casino will be located somewhere the new highway.

(A) into

(B) among

(C) without

(D) along

172. According to a new study by Single Click, online shoppers search the Internet at least one week prior _____ actually purchasing their products.

(A) to

(B) after

(C) of

(D) about

173. The secretary, Ms. Lucy Tran, has been working _____ 7 a.m. at responding to e-mails.

- (A) until
- (B) since
- (C) about
- (D) at

174. Randy Waters will be doing a product demonstration _____ the electronics convention in Atlanta.

- (A) out
- (B) at
- (C) into
- (D) across

175. Harry will have moved to a different apartment _____ he starts working for Jabbard Corp.

- (A) as soon as
- (B) by the time
- (C) as long as
- (D) so that

176. _____ regular inspections, accidental system problems arise from time to time.

- (A) in spite of
- (B) prior to
- (C) however
- (D) yet

177. The applications submitted will be accepted _____ accompanied by photo identification.

(A) only if

(B) until

(C) not only

(D) since

178. _____ her hard work and commitment to the company, Ms. Ramirez was promoted to the head of the public relations department.

(A) due to

(B) while

(C) at

(D) in case

179. _____ inclement weather conditions, employees must arrive at the beginning of their work shift.

(A) despite

(B) unless

(C) in order to

(D) as well as

180. All the forms you submit must be postmarked no later than the specified date _____ they will be considered untimely.

(A) or else

(B) besides

(C) on account of

(D) either

181. _____ we are under a tight deadline on product delivery, we will have to ask for assistance from other departments.

(A) moreover

(B) because

(C) therefore

(D) nevertheless

182. Employees who participate in this training program can learn a great deal about themselves as well as experience in _____ personal and professional growth.

(A) every

(B) both

(C) either

(D) whether

183. People don't put much importance into a powerful marketing tool and _____ miss the opportunity to gain more potential customers.

(A) now that

(B) in case

(C) therefore

(D) otherwise

184. _____ we find a comprehensive approach to dealing with the traffic congestion, it will continue to worsen.

(A) except

(B) also

(C) unless

(D) therefore

185. At the current speed of production, Supreme Tech is not able to manufacture products to meet the demands of our purchase orders.

(A) full