

TOEIC. Part 7. Single Passages 2

Ms. Minh Hà – 098219474

Questions 153–156 refer to the following memo.

MEMO

TO: All employees
FROM: Ron Starsky, Accounting
DATE: March 15, 20 ____

There has been an unprecedented increase in the amount of taxi fare indicated on the expense accounts of our business travelers. To help keep costs under control, please remember the following guidelines when using taxicabs in an unfamiliar city.

Be sure that the meter is turned on after, not before, you sit down in the cab. Request that you take the most direct route to your destination. Establish an approximate fare to your destination before the driver moves the cab. Always ask the taxicab driver for a receipt showing the driver's name, I.D. number, name of the cab company, destination, and the amount paid for the fare. This will enable us to verify the trip should the fare be disputed.

- | | |
|---|--|
| 153. What is this memo about? | 155. When should the driver turn on the meter? |
| (A) Filling out travel vouchers | (A) When you hail the cab |
| (B) Learning your way around a city | (B) Before you get in the cab |
| (C) Traveling safely | (C) After you are in the taxi |
| (D) Saving cab costs | (D) After the driver puts bags in the trunk |
| 154. Who should pay attention to this memo? | 156. Why should employees get a receipt from the driver? |
| (A) Company employees | (A) To prove why they went |
| (B) Taxi drivers | (B) To verify the trip |
| (C) Accountants | (C) To give to the cab company |
| (D) Cab companies | (D) To obtain the driver's signature |

GO ON TO THE NEXT PAGE 

Questions 157–159 refer to the following article.

Busy executives are always looking for more ways to squeeze time into their day. This effort has led them to start work even before they get to their offices at nine with what has become known as the power breakfast. The power breakfast is essentially a meeting between two or more powerful executives who consider themselves too busy to get together at any other time. Restaurants—particularly the ones at large hotels in large cities—go out of their way to accommodate these meetings. Some start serving full breakfasts in their most elegant dining rooms as early as 6:30 A.M., and most require reservations before 9:00 A.M.

157. What is one way business people get more work out of their day?
- (A) Have breakfast meetings
 - (B) Work late
 - (C) Hire more assistants
 - (D) Move closer to the office
158. Who started this trend?
- (A) People who leave work early
 - (B) People who can't cook
 - (C) People who had to get to work early
 - (D) People who are too busy to meet at other times
159. What is one sign that this has become common?
- (A) Restaurants have begun to serve breakfast.
 - (B) Restaurants require reservations for breakfast.
 - (C) Restaurants have hired more waiters to serve breakfast.
 - (D) Restaurants give wake-up calls.

Questions 160–162 refer to the following article.

Companies that are looking to establish a new headquarters or other facility must consider location very carefully. The match, or lack of it, between the company's requirements and the available human and natural resources in the area can be crucial. A company's future growth and prosperity depends on a successful match of needs and resources.

Different companies, of course, have different needs. Some are looking for a good climate and sound infrastructure, like public transportation, schools, and other facilities for their employees. Others are seeking affordable office space and a large workforce. Still others want a low cost of living and access to cultural or outdoor activities to keep their employees happy. But the one common denominator must be a pro-business attitude in the community. If the citizens do not want commercial enterprises in their neighborhood, a company should consider another location.

160. What must companies look for when choosing a location?
- (A) Abundant natural resources
 - (B) The desires of the board
 - (C) A match between needs and resources
 - (D) A range of different needs
161. What possible requirement is NOT mentioned in the article?
- (A) Affordable office space
 - (B) Tax advantages
 - (C) Sound infrastructure
 - (D) Climate
162. What is essential for success in all cases?
- (A) Low cost of living
 - (B) Access to cultural activities
 - (C) A large workforce
 - (D) A pro-business attitude

Questions 163–165 refer to the following letter.

Maria Gomez
408 Republic Avenue
Nogales, Mexico

Clothes by Mail Catalog
10 Lake Street
Springfield, Wisconsin 67032
January 12, 20 ____

To Whom It May Concern:

I am returning a pair of pants, item number 7042, because they did not fit. I would like my credit card, which was used for the original purchase, to be credited with the amount of the sale. I have enclosed the sales slip and credit receipt.

Thank you for your attention.

Sincerely,

Maria Gomez
Maria Gomez

163. How was the original purchase made?

- (A) By credit card
- (B) By check
- (C) In cash
- (D) As a gift

164. What does she request that the company do?

- (A) Deliver the pants
- (B) Refund her money
- (C) Exchange the pants
- (D) Credit her credit card

165. The word “slip” in line 4 of the letter is closest in meaning to

- (A) fall
- (B) mistake
- (C) piece of paper
- (D) wrapping material

Questions 166–169 refer to the following advertisement.

If you plan your visit in October, don't miss the Harvest Festival. The festival offers a variety of activities for all age groups and interests. Children will enjoy listening to traditional stories and learning folk dances. Adults will enjoy the antique show and the crafts fair. Other attractions include a celebration of musical heritage and demonstrations of traditional skills such as candle making, butter churning, and bee keeping. The festival is held at the County Fairgrounds, 10 miles outside of town on Highway 64 West. Space is available for you to park your car at the festival at no extra charge. The admission fee of \$2 for adults and \$1 for children 6 and younger is donated to the Preserve Our History Fund.

166. What does this ad describe?
- (A) A lecture
 - (B) A parade
 - (C) A school
 - (D) A festival
167. What activity is available for children?
- (A) Dancing
 - (B) Painting
 - (C) Ball playing
 - (D) Singing
168. How does the advertisement assume that people get to the fairgrounds?
- (A) Walking
 - (B) Flying
 - (C) Taking the subway
 - (D) Driving a car
169. What happens to the admissions fee?
- (A) It is used to rent the fairgrounds.
 - (B) It pays the performers.
 - (C) It is donated to charity.
 - (D) It pays for supplies.

Questions 170–173 refer to the following article.

Most people give little thought to the pens they write with, especially since the printers in modern homes and offices mean that very few items are handwritten. All too often, people buy a pen based only on looks and wonder why they are not satisfied once they begin to use it. However, buying a pen that you will enjoy is not difficult if you keep a few simple tips in mind.

First of all, a pen should fit comfortably in your hand and be easy to manipulate. The thickness of the pen is the most important characteristic when determining comfort. If you have a small hand and thick fingers, you may be comfortable with a slender pen. If you have a larger hand and thicker fingers, you may prefer a fatter pen. The length of a pen can also influence comfort. A pen that is too long can easily feel top-heavy and unstable as you write.

Next, the writing point of the pen (called a nib on fountain pens) should allow the ink to flow evenly while the pen remains in contact with the paper. This will create a smooth line of writing, with no skips or gaps that indicate an irregular flow of ink within the pen. The point should also be sensitive enough to prevent ink from flowing when the pen is lifted from the paper. A point that does not seal off the flow may leave blots of ink at the end and beginning of each word, as you pick the pen up and put it down again.

Finally, the pen should make a bold, dark line. Fine-line pens may compensate for bad handwriting, but fine, delicate lines do not command attention next to printed text, as, for example, a signature on a printed letter. A broader line, by contrast, gives an impression of confidence and authority.

170. What does this article encourage people to do?
- (A) Write more legibly
 - (B) Purchase better printers
 - (C) Write more things by hand
 - (D) Pay more attention to their pens
171. What is the most important characteristic to consider when determining the comfort of a pen?
- (A) Thickness
 - (B) Length
 - (C) Weight
 - (D) Size
172. What might an irregular flow of ink cause?
- (A) Smears
 - (B) Skips
 - (C) Blots
 - (D) Smudges
173. What is an advantage of fine-line pens?
- (A) They are easier to write with.
 - (B) They convey confidence and authority.
 - (C) They can compensate for bad handwriting.
 - (D) They command attention.

Questions 174–177 refer to the following announcement.

The Organization of Responsible Executives was founded five years ago to provide support and assistance for member executives who are looking for better ways to solve their problems. ORE concentrates on finding solutions that are environmentally and socially responsible. "If you need suggestions on non-polluting alternatives to chemicals, or want to know the pros and cons of setting up a day care center for your working parent, then we are the group to call," says director David Anderson. "If we don't have the information on hand, we'll find it for you." It is this kind of responsiveness that has made ORE the fastest-growing business organization to come along in years. It provides a one-source solution for executives who are trying help the company without hurting the world.

174. Who belongs to ORE?
- (A) Secretaries
 - (B) Executives
 - (C) Parents
 - (D) Researchers
175. What is the purpose of ORE?
- (A) To provide responsible solutions
 - (B) To introduce executives to each other
 - (C) To make money for executives
 - (D) To arrange mergers
176. How long has ORE been operating?
- (A) For one year
 - (B) For two years
 - (C) For four years
 - (D) For five years
177. What shows that ORE is successful?
- (A) It has large offices.
 - (B) It has high profits.
 - (C) It has grown fast.
 - (D) It has a good director.

Questions 178–180 refer to the following news item.

News Flash	News Flash	News Flash
Devastating floods along the coast have left many people homeless. People are asked to help by donating food, clothes, furniture, and other supplies to the Assistance Fund. Donations of bottled water are especially needed, since the floods have disrupted the local water supply. In addition, volunteers are needed to travel to the flooded area to help distribute the donations.		

178. What does this news item concern?

- (A) Hazardous roads
- (B) Safety precautions
- (C) Help for flood victims
- (D) Warnings about weather

180. In addition to supplies, what is needed?

- (A) Teachers
- (B) New bridges
- (C) Places to stay
- (D) Volunteers

179. What kinds of supplies are NOT mentioned?

- (A) Medical supplies
- (B) Food
- (C) Clothing
- (D) Furniture

Questions 153–154 refer to the following instructions.

To open the child-resistant cap on this medicine bottle, match the arrow on the cap with the arrow on the bottle. Press down to release. Then twist cap to the right to open bottle.

153. What kind of cap is on the bottle?

- (A) Easy-open
- (B) Child-resistant
- (C) Waterproof
- (D) Metal cap

154. What does a person have to do before twisting the cap off?

- (A) Turn upside down.
- (B) Twist to the left.
- (C) Press downward.
- (D) Lift upward.

Questions 155–157 refer to the following letter.

Davis & Reeves
16 Salisbury Road
Tsinshatsui Kowloon
Hong Kong, China
Tel: (852) 03 721 1121
Fax: (852) 03 739-4466

Dr. Li Han
Enviro-Chemicals, Inc.
7499 Hannam-dong
Yongsan-ku
Seoul, Korea

Dear Dr. Han:

We have received your registration for our annual conference. Information about hotels and transportation are found in the enclosed conference brochure.

If you need further assistance in arranging your trip, please call our conference coordinator in Hong Kong at (852) 03 721 1121.

We look forward to seeing you at the conference.

Sincerely,

Le Zhaolie

Conference Registration

155. What is the purpose of this letter?
- (A) To get money for the conference
 - (B) To invite speakers to the conference
 - (C) To acknowledge conference registration
 - (D) To make travel arrangements
156. What is enclosed with the letter?
- (A) A registration form
 - (B) A brochure about the conference
 - (C) Tickets for the conference
 - (D) An invitation to the conference
157. Who should Dr. Han contact if she has other questions?
- (A) The conference coordinator
 - (B) Le Zhaolie
 - (C) Davis & Reeves
 - (D) A ticket agent

Questions 158–160 refer to the following notice.

NOTICE:

To make your shopping at Harold's as easy as possible, you are invited to use our concierge services at the Concierge Desk. The Concierge Desk is located on the main level, beside the Gourmet Food Shop. We offer a range of shopper services, including public transportation schedules, direct lines to taxi services, and package mailing. We also have a complete database of merchandise in our stores, so that we can direct you to the store that will best suit your needs. You may visit the Concierge Desk in person, or you may call from the direct-line telephone at any of the lighted directory maps in the mall.

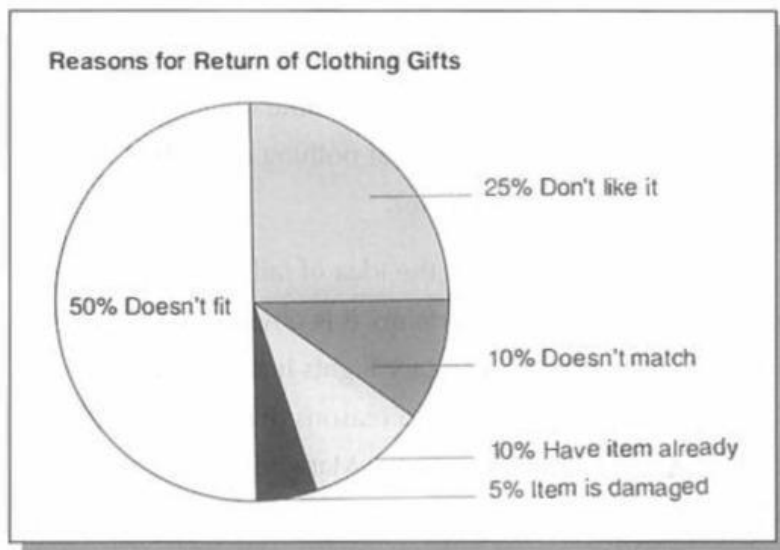
158. What does the Concierge Desk provide?
- (A) Directions to tourist attractions
 - (B) Advice on fashion
 - (C) Information for the hotel guest
 - (D) Services for the shopper
159. Where is the Concierge Desk located?
- (A) In a hotel
 - (B) By the Gourmet Food Shop
 - (C) At the tourist bureau
 - (D) In an airport
160. What is one way to get in touch with the Concierge Desk?
- (A) Stop one of their representatives
 - (B) Page them from a store
 - (C) Write a letter
 - (D) Use the direct phone

Questions 161–164 refer to the following article.

YEARS AGO WHEN THE PERSONAL computer hit the business world, experts predicted the advent of the paperless office. But time has proved them wrong. Offices have more paper than ever. People can easily print out a personal copy of a document for anyone who needs to see it. Programs such as spelling and grammar checkers, as well as improved computer graphics, have led people to expect perfection in their documents, and to keep printing copies until they get it. The simple truth is that most people simply prefer paper. Scientific studies have shown that paper copies are easier for people to read and to edit than text on a screen. And many people are still nervous about documents being accidentally deleted from a computer—if not through their own fault, through a computer system failure or a power outage. In short, although office paper may be significantly reduced, the paperless office is unlikely to become a reality.

161. The word “advent” in line 2 is closest in meaning to
(A) success
(B) failure
(C) arrival
(D) popularity
162. When was the paperless office first predicted?
(A) When office computers became common
(B) When people realized the need to recycle
(C) When paper became too expensive
(D) When printers failed to work as advertised
163. How have computer programs generated more paper?
(A) They use lots of paper.
(B) They print multiple copies.
(C) They make documents easy to prepare.
(D) They connect easily to printers.
164. Why will offices probably always use paper?
(A) Paper can be signed.
(B) Paper is traditional.
(C) Paper is easier to mail.
(D) Many people prefer paper.

Questions 165–167 refer to the following graph.



165. Why are most clothing gifts returned?
- (A) They do not match other clothes.
 - (B) They are too expensive.
 - (C) They do not fit.
 - (D) They are ugly.
166. What percentage of people do NOT like the gift they received?
- (A) 15%
 - (B) 20%
 - (C) 25%
 - (D) 50%
167. What is the least common reason for clothing to be returned?
- (A) It is not expensive enough.
 - (B) There is something wrong with it.
 - (C) The quality is poor.
 - (D) It did not arrive on time.

Questions 168–172 refer to the following article.

Economists have pointed to the reduction in small airline commuter flights as a sign that the airline industry is in financial trouble once again. A careful review of the relevant facts, however, reveals that nothing could be further from the truth, as the following analysis indicates.

The first point often cited to support the idea of failure is the recent reduction in the number of commuter flights. Certainly it is obvious to anyone who looks at the figures that the number of commuter flights has fallen by 20% over the past five years. This drop, however, is due to reasons that actually reflect growth, rather than decline, in the airline industry. Many former commuter flights have been absorbed into the schedule of regular commercial flights due to increased passenger demand on those routes. Thus, although commuter flights have decreased, non-commuter flights have increased, reflecting an overall increase in passengers.

Second, some former commuter routes were designated as such only because the smaller airports at the destination could not accommodate larger planes. But many growing cities have improved and expanded their airport facilities in recent years to encourage business and tourism in their regions. These physical improvements to the airports have eliminated the need for all flights in these areas to be made in small commuter planes. It is questionable whether such flights should ever have been described as commuter flights, since in these cases the label applied to airport restriction, rather than flight distance or passenger demand.

Finally, increased numbers of passengers for short flights have made flying larger planes more economical for the airlines, which means that due to plane size alone these flights are no longer officially considered commuters. Thus, the commuter flight is alive and well, and bigger than it has ever been before.

168. Why do some economists think the airline industry may be in trouble?
- (A) Commuter flights have decreased.
 - (B) The number of passengers is down.
 - (C) The rate of complaints is higher.
 - (D) Many pilots have resigned.
169. Why has the number of commuter flights fallen recently?
- (A) Fewer people want to fly them.
 - (B) They have been merged with regular flights.
 - (C) Commuter planes are not safe.
 - (D) There are not enough planes.

170. How have improvements at airports influenced commuter flights?
- (A) They have made passengers more comfortable.
 - (B) They can handle many more flights.
 - (C) There are now more airports.
 - (D) They can accommodate larger planes.
171. Why are airlines flying larger planes on these routes?
- (A) It is more economical.
 - (B) It is easier.
 - (C) It is safer.
 - (D) It is faster.
172. What does this say about commuter flights?
- (A) They have increased.
 - (B) They have changed.
 - (C) They are more expensive.
 - (D) They are quicker.