

Questions 181–185 refer to the following notice and memo.

Templeton Manufacturing

will be holding its annual end-of-the-year dinner on

Friday, December 29

from 6:30 P.M. to 10:00 P.M.

in the Rose Ballroom

at the Garden Hotel

The following events will take place:

6:30 P.M. – the year in review by CEO James Lambert

7:00 P.M. – five-course dinner

8:30 P.M. – awards ceremony

9:00 P.M. – live entertainment

All Templeton Manufacturing employees and their spouses or significant others are welcome.

Please contact Ms. Virginia Snyder at vsnyder@templetonmanu.com to confirm your attendance.

To: Elisa Standish

From: Percy Wilson

Re: December 29 Event

Date: December 20

It looks like everything is about ready for the big event next week. I spoke with Kevin Crawford at the Garden Hotel, and he has assured me that all of the food we requested for the event will be available. He invited me to drop by the hotel to sample the dishes this Friday, December 22. If you'd like to accompany me, let me know. I'll be leaving here around 2:30 so that I can make it back to the office for a 5:00 meeting. There's one change in the schedule though. Connie Parker wants to present the awards right after Mr. Lambert gives his talk. So we need to contact the printer to make sure the schedules that get printed have the correct order of events. You're the contact person for the printer, so would you mind doing that? Let me know as soon as you're done so that I can inform Connie. This is the first awards ceremony she's responsible for, and she's really eager to avoid any mistakes. You remember how things went last year with Todd Seager in charge, don't you? We don't want a repeat of that.

181. What is the purpose of the notice?

- (A) To mention a change in a schedule
- (B) To invite company employees to an event
- (C) To provide the contact information of some employees
- (D) To announce the winners of some awards

182. The word "confirm" in line 15 of the notice is closest in meaning to:

- (A) certify
- (B) refute
- (C) purchase
- (D) admit

183. According to the memo, when will the awards be given?

- (A) At 6:30
- (B) At 7:00
- (C) At 8:30
- (D) At 9:00

184. What does Mr. Wilson ask Ms. Standish to do?

- (A) Go to the Garden Hotel in his place
- (B) Send an e-mail to Ms. Snyder
- (C) Arrange for a schedule to be changed
- (D) Coordinate with Ms. Parker

185. What is suggested about Todd Seager?

- (A) He performed his duties poorly last year.
- (B) He is one of this year's award winners.
- (C) He is employed at the Garden Hotel.
- (D) He works closely with Ms. Parker.

GO ON TO THE NEXT PAGE →

Questions 186–190 refer to the following advertisement, invoice, and letter.

Come to Al's Electronics for a Special Offer

You often hear the phrase, "Out with the old and in with the new". At Al's Electronics, we believe in keeping the old along with the new. This weekend only, bring your old, broken radios, CD players, toasters, and any other electronics in to the store. If you bring it, we'll fix it at absolutely no cost to you. We can repair TVs, laptops, and heaters as well. Each shopper can receive up to \$50 worth of free repairs. All you need to do is make a nonrefundable purchase of \$100 or more. So pay a visit to your garage, attic, or toolshed and search for that item you've been meaning to get repaired. Visit Al's Electronics at 549 Vernon Avenue this Saturday or Sunday, May 7 and 8, and we'll have it working for you in no time. Call 675-9303 for more information.

Al's Electronics
549 Vernon Avenue
Pittsburgh, PA
675-9303

Date: May 8
Customer Name: Eric Simpson
Phone Number: 509-4485

| Item Number | Description | Quantity | Price |
|-------------|----------------------------------|----------|----------|
| 685-5542 | 64GB Thumb Drive | 2 | \$12.00 |
| 054-1022 | Sidewinder Toaster (Model RT40) | 1 | \$52.00 |
| 966-6854 | Pampas DVD Player (Model 600TE) | 1 | \$65.00 |
| N/A | Repair Work (Video Game Console) | 1 | \$0.00 |
| | | Subtotal | \$129.00 |
| | | Tax | \$6.45 |
| | | Total | \$135.45 |

NOTES: Repair work done by Jason Hampton

Thank you for shopping at Al's Electronics. We hope you come again soon.

May 10

To Whom It May Concern,

My name is Eric Simpson. On the eighth of May, I visited your store and made a couple of purchases. I took advantage of the chance to have my old video game console repaired while I was there. I must say that the person who fixed the machine did an outstanding job. The machine hadn't worked for more than a decade, but it runs perfectly now. My younger brother and I have been having a great time playing video games from the 1990s for the past couple of days. Please be sure to thank the person who did the repair work. I can't recall his name, but I know he is one of the managers there. I've got an old tape recorder that's in pretty poor shape. I'm probably going to visit in the next week to have it fixed. I realize that will cost money, but I would like to listen to some of my old tapes, so I don't mind paying a fee.

Your faithfully,

Eric Simpson

186. What kind of offer is being advertised?

- (A) An opportunity to get a free service
- (B) A discount on selected items
- (C) A chance to exchange old items for new ones
- (D) A free consultation regarding purchases

187. What is mentioned about the offer?

- (A) It is not applied to some types of items.
- (B) It will last for the entire month of May.
- (C) It requires shoppers to make a purchase.
- (D) It is only being offered to members.

188. What is suggested on the invoice?

- (A) Mr. Simpson can exchange the items that he bought.
- (B) The toaster was purchased at a discounted price.
- (C) A shipping fee was charged to deliver the items.
- (D) The repairs on the video game console were worth less than \$50.

189. Why did Mr. Simpson write the letter?

- (A) To ask about getting an item he owns repaired
- (B) To express his pleasure with the service he received
- (C) To find out how his video game machine was fixed
- (D) To complain about the quality of some repairs

190. What does Mr. Simpson indicate about AI's Electronics?

- (A) It will have another special sale soon.
- (B) It employs Jason Hampton as a manager.
- (C) It was unable to repair his tape recorder.
- (D) It overcharged him for an item that he bought.

GO ON TO THE NEXT PAGE →