

SECTION 2 Questions 11-20

Questions 11-13

Which team will do each of the following jobs?

Choose **THREE** answers from the box and write the correct letter, **A-D**, next to questions 11-13

Teams	
A	the blue team
B	the yellow team
C	the green team
D	the red team

- 11 checking entrance tickets
- 12 preparing refreshments
- 13 directing car-park traffic

Questions 14-20

Complete the form below.

Write **NO MORE THAN THREE WORDS AND/OR A NUMBER** for each answer.

Travel Expo		
Temporary Staff Orientation Programme		
Time	Event	Details
9.30 am	Talk by Anne Smith	<ul style="list-style-type: none">information about paywill give out the 14 form
10.00 am	Talk by Peter Chen	<ul style="list-style-type: none">will discuss Conference Centre planwill explain about arrangements for 15 and fire exits
10.30 am	Coffee Break	<ul style="list-style-type: none">go to Staff Canteen on the 16
11.00 am	Video Presentation	<ul style="list-style-type: none">go to 17video title: 18
12.00	Buffet Lunch	<ul style="list-style-type: none">go to the 19 on 1st floor
1.00pm	Meet the 20	
3.00pm	Finish	