



Choose the most appropriate answer to complete the sentence.

1. The rear entrance to our Rusty Public Library will not be ----- this weekend.
(A) access (B) accesses (C) accessible (D) accessibly

2. Ms. Hannah requested additional ----- of the contract that her company is going to sign.
(A) information (B) informations (C) inform (D) informed

3. To help our employees work efficiently, please tell us which working desk is most -----.
(A) comfortable (B) more comfortable (C) comfortably (D) comfort

4. The study showed that customers living in the city paid by credit card more ----- than customers living in the countryside.
(A) frequent (B) frequently (C) frequented (D) frequenting

5. Users can ----- the manual on our Web site by clicking on the link attached to this email.
(A) read (B) reader (C) reading (D) readable

6. The supervisor explained the ----- of the new software to the accounting team.
(A) beneficial (B) benefitting (C) benefits (D) benefitable



7. Mrs. Jones is ----- new to the job and needs a lot of support.
(A) completes (B) completely (C) complete (D) completion
8. Our new printer makes it possible to ----- more than 200 copies in a minute, much faster than the old one.
(A) create (B) creating (C) creative (D) creativity
9. Customer feedback suggests that our visitors find our dessert -----.
(A) taste (B) tasting (C) tasty (D) tasted
10. Because the company has grown quickly since February, Mr. Nobu decided to use a payroll service rather than manage the payroll account -----.
(A) he (B) him (C) his (D) himself