

Skyler Airlines employs more than 20,000 people from all over the world. We're growing fast and have many positions available. — [1] —. So regardless of your background, there's probably a place for you on our team. Skyler employees enjoy many perks. — [2] —. For example, our discount program enables them to fly to any of our destinations for a fraction of the average ticket price. — [3] —. We offer upward and global mobility, tuition reimbursement, a mentorship program, and a generous compensation package. — [4] —. Annual paid vacations enable a comfortable work-life balance. It's no wonder that Skyler Airlines was named "Best Airline to Work For" by *Travel Vista Journal* three years in a row.

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For whom is the information intended?

- A. Skyler Airlines employees
- B. Skyler Airlines customers
- C. Potential journal subscribers
- D. Current job seekers

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In the information, what is NOT mentioned as being offered to employees?

- A. Payment for educational expenses
- B. Free airline tickets
- C. Opportunities for mentoring
- D. Paid days off

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What is mentioned about Skyler Airlines?

- A. It flies to the most destinations around the world.
- B. It is planning to merge with another airline.
- C. It has been praised by a trade publication.
- D. It has replaced its seats with more comfortable ones.

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In which of the positions marked [1], [2], [3], and [4] does the following sentence best belong? "Our openings cover a broad range of skill sets."

- A. [1]
- B. [2]
- C. [3]
- D. [4]



**Susan Gowan 9:16 A.M.**

Good morning. The presentation slides about the new line of headphones are almost ready for distribution to our many partner stores. We are on track to send them out next Monday.

**Maggie Lorenz 9:17 A.M.**

How do they look?

**Susan Gowan 9:20 A.M.**

There are still some missing elements.

**Alan Woodson 9:21 A.M.**

We mainly need the information from the user studies that reviewed the headphones for sport use. We should have that report from the research and development office by Wednesday.

**Maggie Lorenz 9:22 A.M.**

Yes, let's not overlook that. And if you're concerned about the report not arriving by Wednesday, please contact Matt Harven and remind him to expedite a summary to us.

**Susan Gowan 9:23 A.M.**

Assuming we receive that summary soon enough to incorporate its findings into the slides, should the three of us schedule a trial run through the presentation on Thursday or Friday?

**Maggie Lorenz 9:24 A.M.**

Let's try for Thursday afternoon. Then we will still have Friday to make any necessary changes.

**Alan Woodson 9:25 A.M.**

Fine by me. I'm free after 2 P.M.

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What is indicated about a presentation?

- A. It will be expensive to produce.
- B. It will highlight some best-selling products.
- C. It will be Ms. Gowan's first project.
- D. It will be sent to multiple locations.

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At 9:22 a.m., what does Ms. Lorenz imply when she writes, "let's not overlook that"?

- A. More staff should attend a meeting.
- B. Information from the user studies is important.
- C. The presentation must run smoothly.
- D. Partner stores must be notified about an upcoming report.

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Who most likely is Mr. Harven?

- A. A store manager
- B. An amateur athlete
- C. A product researcher
- D. An advertising executive

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When do the writers plan to meet to review a slide presentation?

- A. On Monday
- B. On Wednesday
- C. On Thursday
- D. On Friday