

TAREA 1

Read the text and choose the best option (A, B or C) to complete each sentence. When you have finished transfer your answers to the ANSWER BOX. Only one answer is correct. Question 0 has been done as an example.

CAN FISH 'N' CHIPS SURVIVE?

Long before the American Big Mac was invented, Britain had its own national form of fast food. "When I was a young man, you'd have it once or twice a week," remembers 82-year old Arthur Mowbrey. "Sixty years ago, you'd get a full size portion of cod and chips for sixpence. It was cheap, and good."

Fish 'n' chips was nutritious too. It was a proper meal that you could eat in the street on your way home from work, or during the lunch-break. Wrapped in newspaper, it would keep warm, even on the coldest days of the year.

In the last quarter of a century, things have changed; "It's not so popular with young people these days," says Lizzie, a teenager. "Most of the time, if young people want to eat out, they'll go to a Burger King or something like that, or a Chinese take-away. *Fish 'n' chips* is a bit old-fashioned really, I suppose. But there are still cheap chip shops around. I had *fish 'n' chips* about three weeks ago. We sometimes have it at home, and we go and get it from the chip shop. It saves cooking!"

Thousands of chip shops, however, have closed in the last twenty-five years. Some have been turned into Chinese or Indian take-aways, others have just closed. They have survived best in seaside towns, where the fish is really fresh.

Nowadays *fish 'n' chips* wrapped in newspaper is already just a memory of the past. British and European hygiene rules no longer allow food to be wrapped in old papers, so today's carry-out chip shops use new paper or plastic trays. Of course, you can still eat *fish and chips* with your fingers if you want, but there are now plastic throw-away forks for those who don't want to get greasy fingers!

Yet, in spite of these changes, the classic *fish 'n' chip* shop could disappear from British streets in a few years' time, for a completely different reason; lack of fish.

For over twenty years, European agriculture ministers have been trying to solve the fish problem, but with little success. As a result of modern industrial fishing, some types of fish are facing extinction in the North Sea and Atlantic. "Overfishing in the North Sea has reached crisis levels," say Greenpeace. Limits on the amount of fish to be caught have been introduced, but each time there are new restrictions, fishermen in Britain, France, Spain and other countries protest, because jobs are lost.

The gradual disappearance of the traditional British *fish 'n' chips* shop is therefore likely to continue. *Fish and chips*, however, will survive as a speciality in pubs and restaurants, and in new fancy fish restaurants. Comfortable, more expensive fish restaurants, with chairs and tables, have existed for a long time of course, alongside stand-up carry-out *fish 'n' chip* shops. In coming years, they may be the only type of *fish 'n' chip* restaurant to survive.

Adapted from: <http://linguapress.com>

0. Fast food in Britain...
 - A. was different from American food.
 - B. was invented some time after American food.
 - C. was the first fast food that existed.
1. Traditionally, *fish 'n' chips* was...
 - A. a popular snack.
 - B. eaten mainly on cold days.
 - C. eaten regularly.
2. Young people nowadays...
 - A. are not fond of *fish 'n' chips*.
 - B. cook *fish 'n' chips* to save money.
 - C. never eat *fish 'n' chips*.
3. *Fish 'n' chips* shops...
 - A. also sell Chinese and Indian food.
 - B. are more common on the coast.
 - C. have disappeared now.
4. Nowadays *fish 'n' chips* can be...
 - A. eaten with your hands.
 - B. served on papers.
 - C. wrapped in papers.
5. The most important problem with *Fish 'n' chip* shops has...
 - A. been caused by fishermen.
 - B. been caused by Greenpeace.
 - C. not been solved by politicians.
6. In the future *fish 'n' chips* will probably...
 - A. disappear.
 - B. not be take-away food anymore.
 - C. start being sold in restaurants.
7. After reading the text we learn that...
 - A. people are now more interested in eating at *fish 'n' chips* shops.
 - B. the quality of fish is good everywhere.
 - C. the way *fish 'n' chips* is served has improved.
8. The article also mentions that the probable cause of the disappearance of *fish 'n' chips* shops will be that...
 - A. fishing is limited.
 - B. they are expensive.
 - C. they are illegal.

ANSWER BOX

SENTENCE	0	1	2	3	4	5	6	7	8
OPTION	A								

Puntuación 1: ____ / 8

TAREA 2

Read the text below and match each of its paragraphs with the headings (A-K) on the next page. The first one has been done as an example. There are two headings you will not need to use. When you have finished transfer your answers to the ANSWER BOX. Only one answer is correct.

THE EFFICIENT AND EFFECTIVE EMAIL WRITER

Anyone who regularly uses email to make contact or communicate with colleagues and friends has probably noticed that, despite its many positives, email can also be incredibly inefficient. However, you can make the most of your messages just by getting rid of some bad email habits. Hopefully, your addressee will do the same.

When you're the sender....

HEADING 0: F (Make sure that email is the right communication tool for the job)

Although email often feels like the ultimate replacement for all other forms of communication, it's actually quite limited. It does not guarantee an immediate response like phone calls do. Similarly, if you need to discuss difficult issues or use visual aids, email is probably not the best option.

HEADING 1: _____

Long messages without unnecessary details will increase the chances of losing your reader's attention. You don't want to confuse the recipient with information that can be sent later, if required.

HEADING 2: _____

If you send an email to a list or a group of people, you may not receive a reply unless you mention *who* in that group is responsible for providing an answer to your message or demand. Group emails make it easier for all recipients to believe someone else on the list will handle the request.

HEADING 3: _____

Not checking your outgoing messages may increase the chances that your message will be misunderstood, and you may force your reader to waste time trying to understand an ambiguous or confusing note. Being correct will also make you appear more reliable and professional to the outside world.

HEADING 4: _____

Don't mix a bunch of unrelated questions or responses into one message. Important issues within them may be lost or ignored and it will also prevent the recipient from filing your message into the right folder.

When you're the recipient....

HEADING 5: _____

If you conclude that the sender intended to send you a rude email, don't make the problem worse by answering in similar terms. Doing so may start a sequence of bitter emails saying things you probably wouldn't say in person.

HEADING 6: _____

If you receive an email that doesn't quite make sense ask the sender to reformulate the text. Requesting a new message and waiting for it to arrive may take less time than re-reading it four times or asking everyone for their opinions on what it means.

HEADING 7: _____

If you want to make sure you never ignore or forget a relevant email from your director or colleague, highlight or classify them using labels or pins. If you keep your inbox unnecessarily untidy or overloaded some relevant information may be impossible to find if needed.

HEADING 8: _____

Unless you are being paid only to send and receive emails, you will probably have other more urgent tasks to pay attention to. As a final piece of advice, don't forget to give yourself permission to periodically turn away from your inbox so you can take some time to finish other activities.

Adapted from <http://english-magazine.org>

HEADINGS:

- A. Ask for clarification.
- B. Be clear, brief and to the point.
- C. Don't forget to organize messages. You may need them again.
- D. Follow the rules of grammar and punctuation.
- E. If your message needs an answer, say so.
- F. ~~Make sure that email is the right communication tool for the job.~~
- G. Never let a conflict grow: leave emotions behind.
- H. One message, one topic.
- I. Provide a context for your message.
- J. Remember: You don't have to respond to every message right away.
- K. Specify who should respond.

ANSWER BOX

PARAGRAPH	0	1	2	3	4	5	6	7	8
HEADING	F								

Puntuación 2: ____/8

TAREA 1	TAREA 2	PUNTUACIÓN TOTAL
		/ 16