

**Grammar**

1 Complete the text with the correct past simple, past perfect simple or past perfect continuous form of the verbs given.

After I (1) ..... (have) breakfast I cycled to school and I (2) ..... (arrive) about 15 minutes early. I definitely hadn't been looking forward to going to school that Tuesday because the headteacher (3) ..... (ask) me to see him at 9.30. This was unusual. I knew I was late with some homework so I felt quite worried. I (4) ..... (sit) outside his office for ten minutes before I knocked on his door because I knew he liked punctuality. Surprisingly, he smiled when I went in. He obviously knew that I was nervous and that I (5) ..... (wait) for the right moment. And our meeting wasn't about homework but about a competition I had won!

/ 5

2 Choose the correct alternatives to complete the email.

Hi Craig,  
How's it going? Are you still enjoying work?  
I found uni difficult at first but it's OK now. At school the teachers (1) were telling/would tell us when to do assignments, but now I have to organise my own study time and there are so many things to fit in. Remember how we (2) used/would to prepare all our assignments in class first? Now I have to arrange to see my tutor if I need help. And back at school I (3) wouldn't to do/didn't use to do much work until just before the exams but now, with continuous assessment, I have to stay on top of everything. I got good marks for my last assignment though, which I'm pleased about because, as you know, I (4) would be/used to be quite lazy but on this assignment I worked very hard.

I'll be home soon. I've got a holiday job at the same place I (5) was working/had been working last year. It will be nice to have some money!

Hope to see you then,

Anna

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3 Complete the text with these words.

always • had • used • when • would

I got my first part-time job (1) ..... I was 16 and it was the most boring job you can imagine. I worked on the checkout at my local supermarket for four hours every Saturday morning. I (2) ..... to get up at 7.30 and, after a quick breakfast, my dad (3) ..... give me a lift into town. Sometimes it was busy and the time passed quickly, but at other times it was so slow! The manager was (4) ..... coming round to check that we were being polite to the customers and not taking time off. When I (5) ..... been there for about six months, I left and got a job in a clothes shop. That was much more interesting.

/ 5

Total

/ 15

### Vocabulary

4 Complete the text with these words and phrases.  
There are two extra options.

conditions • earn • got ahead • long hours  
promotion • qualification • set up

I was talking to my grandfather last night about how he got started in business. He told me that he didn't like school so he left without taking any exams and went to work in a factory. He didn't (1) ..... much money and he had to work very (2) ..... so then he decided to go to college in the evenings until he got a (3) ..... in accountancy. Then he worked for a large company and after a couple of years he got a (4) ..... Eventually he became a senior manager. But he still wasn't satisfied so he left and (5) ..... his own business. He said he did it the hard way and he told me to stay at school and get my qualifications first. I think that's good advice.

/ 5

5 Complete the text with the correct form of the words given.

We are holding a careers advice day on Saturday 22<sup>nd</sup> March. If you want to find out about work, qualifications, university courses or job training, we can point you in the right direction. There will be talks about different professions, whether to work indoors or outdoors and how to avoid (1) ..... (stress) working conditions and bad or even (2) ..... (danger) jobs. If you have left school and you are (3) ..... (employ), there will be special sessions on how to find an opening in today's job market, including free CV advice and a session on the importance of (4) ..... (flexible) when looking for work. And, if you're not sure what you want, you can sign up for one of our (5) ..... (person) advice sessions. So come along on 22<sup>nd</sup> March and find the right career for you.

/ 5

6 Choose the best answer (A, B or C) to complete the text.

Are you interested in music and the arts? Have you got (1) ..... of working in a team? We are looking for a number of people to work in various roles at the 'Summer in the City' festival. We need volunteers in the office now to help promote the festival. Then, in the summer, we need (2) ..... staff to work at the different venues during the shows. We will give you full (3) ..... so you don't need any special skills, but you must be hard-working and punctual. We also offer excellent working (4) ..... including free tickets to many events. Look on our website for more information about the jobs on offer or come in to the festival office to fill (5) ..... an application form.

1 A qualifications	B experience	C paperwork
2 A flexitime	B overtime	C part-time
3 A training	B contract	C salary
4 A salary	B conditions	C hours
5 A in	B up	C over

/ 5

Total / 15

**Reading**

7 Read four students' plans for a career in writing. Match the statements (1–6) with the people (A–D). You can choose the people more than once.

**A Katy**

People are always asking me what I'm going to do in the future and until now I haven't really known how to reply. It's difficult to explain that I think my future lies in writing. When I first mentioned it to my parents, they didn't laugh but they acted as though it was something I would grow out of and they were confident that I would get a 'proper job' eventually. But I've always been serious about being a writer. I love the English language and I've been a keen reader since the age of five. I've done a lot of short stories and some have been printed in magazines. What I'd really like is to write thrillers. I know that sounds crazy and many people don't think thrillers are real books at all. But I love a good puzzle, so that's what I say now. 'I'm going to be a thriller writer.' Then I wait to see the expression on people's faces!

**B Giles**

My dad and my uncle were both journalists and wrote for Sunday newspapers. We always had people in the house who were connected with newspapers and news and I grew up with their conversations in the background. It must have rubbed off on me because I desperately want to follow in Dad's footsteps and become a journalist, too. I don't think I'd like to do exactly the same as he did – he was a political journalist – because I'm not that serious about politics, but I'd like to travel and maybe write reports from different places around the world. I can see myself writing about environmental problems in Australia or North Africa or somewhere like that.

**C Terry**

When you're a kid, you have no real idea of what you're going to do in the future. You might have a dream of being a famous footballer or actress or even a princess (that was my younger sister's strong belief!). But most people don't really know the sort of person they're going to be, so deciding on a future career is tricky. It was only last summer that I suddenly knew what I wanted to do and that was to become a writer. I've always done drama in my free time and I suddenly realised that I was pretty good at writing dialogue. So next term I'm going to start a screen writing course. With luck, one day I'll be writing the soaps and dramas you watch on TV!

**D Sarah**

We had a creative writing course at my secondary school last year and I went on it because I've liked writing for a long time. I always wrote diaries when I was younger and I also used to write short, funny stories for the other kids in my class to read at primary school. However, it soon became quite clear that I wasn't going to be the next great English novelist! I'm just not patient enough and I don't think I've got the skill to write complex books. But I am clever with words, so what I'd like to do is to go into the advertising world, writing adverts. What you need in that job is to write things that are catchy but short and funny. I think it's the right profession for me because there will be lots of variety and I'll be working in a busy, fast-moving world. I'm glad I went on the creative writing course though, because I learned that there are all sorts of jobs which involve writing, which is why I've made this decision.

**Which person:**

1 believes his/her choice of career was influenced by his/her upbringing?	4 wants a job working in a high-pressure environment?
2 has chosen a writing career because of another hobby?	5 says that family members didn't believe he/she was serious about his/her future plans?
3 has already had some success with his/her writing?	6 enjoys writing things that other people find humorous?

**8 Read the article again and choose the best answers, A, B or C.**

- 1 Katy found it difficult to
  - A decide what she wants to do.
  - B justify her career choice.
  - C become a thriller writer.
- 2 She thinks that thrillers are considered
  - A a less important form of writing.
  - B too difficult to understand.
  - C to be difficult to create.
- 3 Giles wants
  - A to be just like his father.
  - B to travel before he decides what to do.
  - C to work in a different way to his father.
- 4 Terry believes that young people find it difficult to choose a career because they
  - A don't know anything about different jobs.
  - B don't know themselves very well.
  - C are too influenced by what they see on television.
- 5 Sarah
  - A has tried various forms of writing.
  - B has always wanted to work in advertising.
  - C is impatient to become a novelist.
- 6 Writing for advertising
  - A is not as good as being a novelist.
  - B requires different skills to writing novels.
  - C is more difficult than writing novels.

/ 6

**Total / 12**

**Use of English**

**9 Complete the text with one word in each gap.**

Last summer I applied for a holiday job in an architect's office because I was thinking of training as an architect. Unfortunately they turned me (1) ..... because there was a candidate who was already studying architecture and they thought she wouldn't need as much training. However, two weeks later I got a call asking if I was still interested in the job. The person they (2) ..... employed had been sacked because she spent most of her time on the phone and never did the things she was asked to do! They (3) ..... working on a big project to renovate a museum and they really needed someone to start right away. Of course I said yes. My job wasn't very exciting – I was responsible (4) ..... photocopying documents for all the meetings and dealing (5) ..... phone calls about the project and making lots of coffee – but I didn't mind because I was learning so much. Every morning one of the partners (6) ..... explain everything to me in great detail and I learned a lot about the business side of the firm, which was something I had never really considered before. I discovered that I enjoyed (7) ..... all the paperwork and by the end of the summer I was like her personal assistant. Later, when I applied to university, she wrote a letter saying that I had (8) ..... working for her firm all summer and that I had done a good job. I was able to talk about my experience at the interview and I think it really helped me to get a place on my course. But I'm not training to be an architect. I'm doing a degree in business administration and I love it!

/ 8

**Listening**

**10 Listen to part of a radio programme about a TV reality show. Are these statements True (T) or False (F)?**

- 1 The presenter mentions two previous TV reality shows about business. T/F
- 2 The current game show is about children in the USA. T/F
- 3 The children had to be over 14 to take part in the show. T/F
- 4 There were three teams in each episode. T/F
- 5 Part of each task was to get good bargains to increase their profits. T/F

/ 5

11 Listen again and complete the sentences with one word in each gap.

1 The game show *Trade Your Way to the USA* focuses on ..... skills.

2 Two teams do a different ..... in each episode.

3 Each team has to take part in ..... and selling to do the tasks.

4 The teams had to demonstrate that they were good with ..... and be able to negotiate.

5 The show got its name because the ..... challenge takes place in New York.

15

**Total / 10**

## Writing

12 You have been discussing work and careers in your English class and now your teacher has asked you to write an essay with this title:

It is more important to earn a lot of money than to have a satisfying job.

### You should:

- think about whether you agree or disagree with the statement.
- write a brief introduction.
- give the first and most important reason for your opinion.
- give one or two other reasons for your opinion.
- summarise your argument in a concluding paragraph.

Use some of these phrases:

- In my opinion, ... / Personally, I think ...
- To begin with, ... / Firstly, ... / Secondly, ... / Thirdly, ...
- Finally ... / Lastly ...
- Furthermore ... / What's more ...
- However, ... / Nevertheless ... / On the other hand, ...
- All things considered, ...
- To sum up, ... / In conclusion, ...

Write 190–220 words.

/ 10

### Speaking

13 Work with a partner. Discuss which of these jobs you think is the most rewarding and why.

architect • doctor • personal assistant • software engineer • teacher

You should:

- give your opinion.
- invite your partner to give his/her opinion.
- agree or disagree with your partner's view.

Use some of these phrases:

- What do you think? / Do you agree?
- Yes, you're right. / That's true.
- I see what you mean, but ... / I suppose so, but ...
- I'm not sure. / Maybe, but ...

/ 10

**Total**

/ 80