

1. If you are planning to install the machine by yourself, then we recommend that you visit one of our ----  
--- dealers that can give you additional installation assistance.

- (A) authorized
- (B) authorization
- (C) authority
- (D) authorize

2. 4. In order to reduce costs, Busan Consulting□s ----- use of office space and equipment has been adopted by many local businesses.

- (A) economical
- (B) economy
- (C) economist
- (D) economize

3. We are planning to implement a ----- paper recycling program for all branch offices effective next month

- (A) revising
- (B) revision
- (C) revise
- (D) revised

4. The Leighton Group is a service-based organization and our success is ----- on the quality of the service we offer

- (A) depend
- (B) dependable
- (C) dependent
- (D) dependence

5. The office manager is ----- for supporting staff members and ensuring that their work is done efficiently.

- (A) responsibility
- (B) responsibilities
- (C) responsible
- (D) responsibly

6. As the largest dealer in the state, Auto Fair maintains an ----- inventory of new vehicles for immediate delivery

- (A) impress
- (B) impressive
- (C) impressively
- (D) impressed

7. If, for any reason, you are not going to make your ----- travel plans, please call us at 800-347- 5633.

- (A) scheduling
- (B) scheduler
- (C) scheduled
- (D) schedule

8. We ordered the new office equipment on Tuesday, but it was not delivered until the ----- Saturday.

- (A) upcoming
- (B) available
- (C) frequent
- (D) following

9. Ms. Jespersen is ----- to accept your invitation to become a member of the Washington Community Fleinvestment Association.

- (A) pleasure
- (B) please
- (C) pleasing
- (D) pleased

10. Pioneer Steel guarantees that all information gathered through this website is strictly ----- and used only by Pioneer Steel.

- (A) confide
- (B) confides
- (C) confidential
- (D) confidentially

11. With more than 34 years of designing some of the most ----- buildings in Calgary, the reputation of the firm is well deserved.

- (A) impressively
- (B) impressive
- (C) impress
- (D) impressiveness

12. The TIPH employees are ----- by their distinctive khaki uniforms and the special emblem on their uniforms and vehicles.

- (A) identify
- (B) identifies
- (C) identity
- (D) identifiable

13 All rooms at the hotel have been designed in a classical style that is both ----- and comfortable.

- (A) elegance
- (B) elegantly
- (C) elegant
- (D) more elegantly

14. For the agreement to be -----, it is necessary to have a written document which explicitly lays down the terms.

- (A) validate
- (B) validity (C) valid (D) validates

15. Since he joined our company in 2006, Mr. Ogawa has proven himself to be a very ----- employee.

- (A) valuably
- (B) valuable
- (C) valuing
- (D) value

16. In accordance with the municipal act, two members of the city council are appointed on a ----- basis for a one-year term.

- (A) rotating
- (B) rotates
- (C) rotations
- (D) rotate

17. Elizabeth Farnsworth will lead a discussion with a ----- group of voters in Denver on their views of the upcoming presidential election.

- (A) diverse
- (B) diversity

- (C) diversely
- (D) diversify

18. The details of the project will be made ----- as soon as the final version has been agreed upon by the board.

- (A) publicly
- (B) publicize
- (C) public
- (D) publicized

19. Weyburn Inland Terminal, the farmer-owned and managed grain company, recently paid out its ----- ever dividends to the shareholders.

- (A) highest
- (B) high
- (C) higher (D) highly

20. The annual NCA Conference will be held at the newly ----- Hilton Wilmington Hotel located in the heart of Wilmington.

- (A) renovate
- (B) renovated
- (C) renovating
- (D) renovation

21. Mr. Colin Johnston is a principal research scientist working on ----- techniques for the remediation of contaminated groundwater environments,

- (A) innovate
- (B) innovative
- (C) innovates
- (D) innovatively.

22. The loading dock entrance is accessible from the South Town Exposition Center's parking lot and is -- ----- on the east side of the building.

- (A) locates
- (B) located
- (C) locating
- (D) was locatin

23. It is ----- to store food items in a cool, dry place in order to prevent bacteria growth.
- (A) advisable
  - (B) advisory
  - (C) advisedly
  - (D) advise
24. We recognize that regular technical training is --- ---- to maintaining creative, motivated, and knowledgeable employees
- (A) vital
  - (B) vitally
  - (C) vitality
  - (D) vitalize
25. . Job security is often considered a ----- of public sector jobs, but substantial changes are under way.
- (A) character
  - (B) characterize
  - (C) characteristic (D) characteristically
26. Employers are expressing concerns regarding the availability of workers with the ----- skills and knowledge they need.
- (A) specialize
  - (B) specialized
  - (C) specializing
  - (D) specialization
27. CLEO had an ----- year, growing by 105% over 2009, and showing a constant increase not only in advertising sales, but in newsstand numbers as well. (A) exception
- (B) exceptions
  - (C) exceptional
  - (D) exceptionally
28. Considering the state of the motor and labor costs for the repair, a new motor would be ----- than repairing it.
- (A) cheaper

- (B) cheapest
- (C) more cheaply

(D) most cheaply

29. The new business plan does not necessarily need to contain a ----- marketing plan.

- (A) detail
- (B) details

(C) detailed

(D) detailing

30. Whether you are a seasoned marathoner or a recreational jogger, it is important to take ----- steps to avoid common running injuries.

- (A) prevent
- (B) prevents
- (C) preventive
- (D) prevented

## PART 3

**Directions:** You will hear some conversations between two or more people. You will be asked to answer three questions about what the speakers say in each conversation. Select the best response to each question and mark the letter (A), (B), (C), or (D) on your answer sheet. The conversations will not be printed in your test book and will be spoken only one time.

32. Where is the conversation most likely taking place?  
(A) At a hardware store  
(B) At a clothing shop  
(C) At a bakery  
(D) At a pharmacy
33. How do the speakers hope to increase sales?  
(A) By advertising online  
(B) By offering a new product  
(C) By providing free delivery  
(D) By discounting some items
34. What will the man do next?  
(A) Contact a vendor  
(B) Talk to a colleague  
(C) File some invoices  
(D) Get some more supplies
- 
35. What does the woman say a town recently did?  
(A) It elected a mayor.  
(B) It fixed a train line.  
(C) It cleaned up a community park.  
(D) It added a bicycle lane.
36. Why is the woman pleased about a change?  
(A) Her monthly bills are lower.  
(B) Her commute is quicker.  
(C) Recycling is easier.  
(D) A neighborhood looks nicer.
37. What does the man suggest the woman do?  
(A) Join a club  
(B) Enter a competition  
(C) Check an agenda  
(D) Post a review
- 
38. What type of company do the men work for?  
(A) An architectural firm  
(B) An engineering firm  
(C) A construction company  
(D) An electronics manufacturer
39. What is the purpose of the telephone call?  
(A) To cancel an order  
(B) To arrange an interview  
(C) To ask about a policy  
(D) To confirm a reservation
40. What will be sent to the woman?  
(A) A magazine article  
(B) A warranty  
(C) Directions to a location  
(D) Instructions for refunds
- 
41. Where does the man work?  
(A) At a bus station  
(B) At a financial firm  
(C) At a dental office  
(D) At an auto repair shop
42. What does the man offer to contact the woman about?  
(A) A business's holiday hours  
(B) An appointment opening  
(C) The status of a delivery  
(D) The cost of a service
43. Why does the man say, "the Number 10 bus stops right outside our building"?  
(A) To recommend that the woman take the bus  
(B) To request that a bus route be extended  
(C) To correct an error on a map  
(D) To complain about traffic noise
- 

GO ON TO THE NEXT PAGE 

TEST 1 25

44. Where are the speakers?  
(A) At a department store  
(B) At a medical clinic  
(C) At a library  
(D) At a bank
45. What is the woman trying to do?  
(A) Pick up a prescription  
(B) Join a rewards program  
(C) Make a deposit  
(D) Borrow a book
46. What will the man do next?  
(A) Speak to a manager  
(B) Prepare some forms  
(C) Refund a purchase  
(D) Upgrade some software
- 
47. What product are the distributors coming to see?  
(A) A vehicle  
(B) A mobile phone  
(C) A computer desk  
(D) A refrigerator
48. Why has the meeting been rescheduled?  
(A) Some materials did not arrive.  
(B) Some employees are still training.  
(C) A flight was delayed.  
(D) A room was not available.
49. What will the woman do next?  
(A) Call a car service  
(B) Submit some paperwork  
(C) Hire some caterers  
(D) Inspect some equipment
- 
50. Where are the speakers?  
(A) At a conference  
(B) At a factory tour  
(C) At an interview  
(D) At a laboratory
51. What does the man say he wants to do?  
(A) Take some pictures  
(B) Ask a question  
(C) Look at some machinery  
(D) Review a slide show
52. What does the woman remind the man to do?  
(A) Send a résumé  
(B) Pay a fee  
(C) Choose an item  
(D) Enjoy some refreshments
- 
53. What business is the man calling from?  
(A) An architectural firm  
(B) A marketing agency  
(C) An electronics store  
(D) A printing shop
54. Why does the woman say, "We actually have a new company logo"?  
(A) To compliment a colleague  
(B) To reassure a client  
(C) To request an update to an order  
(D) To express surprise at a decision
55. What does the woman ask the man to do?  
(A) Charge a credit card  
(B) Obtain a supervisor's approval  
(C) Close an account  
(D) Update a contract
-

Questions 1-2 refer to the following advertisement.

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## Hotel Bella

Madrid, Spain

### Find out what people are saying about us!

"This was our first stay at Hotel Bella and it was definitely worth every cent — friendly service — sparkling clean rooms — wonderful! Thank you for a great few days!" J.G.

"The service was excellent, everything was in working order and the staff was courteous and warm. Very, very nice. Don't change anything." R.S.

"Absolutely fabulous! The front desk staff was extremely helpful with directions to points of interest in the area. The restaurant — the dinner menu in particular — was simply superb. We have stayed at numerous hotels, but this has to be the best!" L.G.

"On Day 1, I was pleasantly surprised by the complimentary breakfast. I am going to tell all my family and friends to visit your hotel when they travel to Madrid." K.K.

"Hotel Bella is close to public transportation, the city center, the theaters, the museums — an excellent location for the traveler who wants to do it all." E.M.

- According to the advertisement, what is provided for free at the hotel?
  - A meal
  - A theater ticket
  - Transportation to the city center
  - The first night's lodging
- What is NOT mentioned about the hotel?
  - Clean rooms
  - Friendly staff
  - Reasonable rates
  - Convenient location

Questions 3-4 refer to the following advertisement.

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*Job Fair*  
*Metzger Airlines*



Metzger Airlines is seeking international flight attendants and will hold a job fair on Tuesday, March 1, beginning at 9:00 A.M. at the Metzger Airlines Corporate Center in Miami.

**Requirements:**

- Must be able to work nights, weekends, and holidays
- Must be at least 21 years old
- Must be prepared to relocate
- Must have superior communication skills
- Must function well in stressful situations
- Must work well with others

Metzger Airlines offers all employees paid vacations, semi-annual raises, professional development courses, and much more.

Interested individuals should be prepared to submit a résumé and complete an application at the job fair. Initial Interviews will take place during the afternoon.

Successful candidates will spend six weeks at the Metzger Airlines Training Facility in Tokyo. After completion of the training program, newly certified flight attendants will be based in Barcelona or Milan.

3. What is NOT a stated requirement for becoming a Metzger Airlines flight attendant?

- (A) Willingness to work on holidays
- (B) Willingness to move to a new city
- (C) A minimum age of 21
- (D) A minimum of one year of experience

4. Where will successful candidates train to become flight attendants?

- (A) In Miami
- (B) In Tokyo
- (C) In Barcelona
- (D) In Milan

Questions 5-7 refer to the following advertisement.

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***Excelsior Style — Your First Name in Fashion!***  
For a short time only, receive up to 50 percent off on all purchases!  
Offer valid through May 31

Excelsiorstyle.com is your go-to Web fashion hub with thousands of items of women's and children's apparel. Browse our site for the newest styles in coats and jackets, dresses, tops, skirts, swimwear, sleepwear, shoes, and accessories. Plus, we now offer fashions for your home through our brand-new line of interior decoration products! Visit Excelsiorstyle.com now to find the latest in home décor.

Take advantage of our long-standing policy of free delivery for purchases over \$75.00.

SECTION 3  
UNIT 3 - 광고

5. What is being advertised?
- (A) A department store's new name
  - (B) A recently upgraded Web site
  - (C) A discount on online purchases
  - (D) A change to a shipping policy
6. Based on the advertisement, what will happen on June 1?
- (A) Customers will pay regular prices.
  - (B) A children's department will open.
  - (C) Purchases will be eligible for a free gift.
  - (D) All shipping costs will be discounted.
7. What is available for the first time?
- (A) Footwear
  - (B) Home-decorating items
  - (C) Outerwear
  - (D) Children's clothing

Questions 8-10 refer to the following advertisement.

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Would you like to be more productive? Do you find that you sometimes have a lot to do but get nothing done? Do you procrastinate? Would you like to be more organized? Are you tired of being rushed or under pressure?

Enroll in the Time Management workshop and learn how to plan and schedule work, how to set goals and overcome procrastination, and how to set priorities and follow through on them.

The workshop will be held on October 26 and run for three hours. Two identical sessions will be offered—one from 1 P.M. to 4 P.M. and the other from 5:30 P.M. to 8:30 P.M. Please choose the one that works best with your schedule. Contact Marcy Halford at extension 425 for more information.

8. What is being advertised?

- (A) A job
- (B) A workshop
- (C) A club
- (D) A computer program

10. How long is each session?

- (A) One hour
- (B) Two hours
- (C) Three hours
- (D) Five hours

9. For whom is the advertisement probably intended?

- (A) People who work quickly
- (B) People with planning experience
- (C) Recently retired people
- (D) Unorganized people

Questions 11-13 refer to the following advertisement.

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### The Kinsley Mirror Company

#### *Beauty and Affordability*

For several decades, the name Kinsley has been associated with high-quality mirrors. Our mirrors have always been both inexpensive and durable. The quality of our products has earned us several regional and national honors, including the United Glass Company's award for excellence in manufacturing.

This month, we proudly present four new wall mirrors. They include the Padley dark pine mirror, the Hinderly maple mirror, the Gatson wrought-iron mirror, and the Lexford imperial silver mirror. Those who purchased our most popular mirror, the Cooper round mirror, may appreciate the beauty of either the Gatson wrought-iron mirror or the Lexford imperial silver mirror. Lighter mirrors, like the Padley pine mirror and the Hinderly maple mirror, also make excellent additions to any home.

For your peace of mind, every purchase comes with a one-year warranty that provides a guarantee against defects in artisanship or material. And unlike all of our competitors, we will ship your products to you at no extra cost, regardless of the size of the order. For additional information, go to our Web site at [www.kinsleymirrors.com](http://www.kinsleymirrors.com) or visit us at one of our locations in Dunville or Forbinton.

11. What is implied about the Kinsley Mirror Company?
- (A) It plans to open four new stores.
  - (B) It advertises weekly sales.
  - (C) It has been in business for many years.
  - (D) It is a family-owned company.
12. What mirror has been sold the most by the Kinsley Mirror Company?
- (A) The Padley pine mirror
  - (B) The Hinderly maple mirror
  - (C) The Cooper round mirror
  - (D) The Gatson wrought-iron mirror
13. According to the advertisement, what does the Kinsley Mirror Company offer that other companies do not?
- (A) Overnight delivery
  - (B) A one-year warranty
  - (C) A customer newsletter
  - (D) Free shipping

Questions 14-17 refer to the following advertisement.

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## Wanted: Bus Operators

(Posted: August 15)

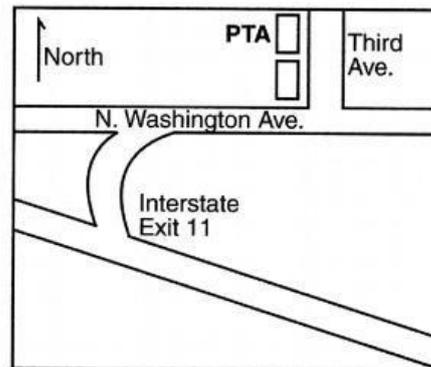
The Pennsylvania Transportation Authority (PTA) is recruiting permanent, full-time bus operators to start October 1. We offer starting pay of \$11.20/hour, on-the-job training, a competitive benefits package, an employee transportation pass, two weeks paid vacation, eight paid holidays, a choice of two retirement plans, and excellent career advancement opportunities. Please apply in person at the Philadelphia office (see map below). No applications will be accepted after September 1.

### Duties:

- Transport passengers on a predetermined route and assist with route and fare information
- Monitor fare box for correct fare deposits
- File a defect card daily, noting mechanical and body defects on vehicle
- Report to dispatcher via radio any route detours or passengers in need of medical attention or police assistance

### Qualifications:

- High school diploma
- Twenty-one years of age
- Valid Class B commercial driver's license
- Good work history and record of safe driving (five years)
- Must successfully pass a training and route familiarization program
- Must be able to work various shifts, weekends, holidays



14. What is offered to new bus drivers?

- (A) Vacation and holiday pay
- (B) A promotion in six months
- (C) A local housing allowance
- (D) An annual bonus

15. What is the deadline to apply for this job?

- (A) August 15
- (B) September 1
- (C) October 1
- (D) November 20

16. In which situation would a bus operator radio the dispatcher during a shift?

- (A) To report a medical emergency with a passenger
- (B) To schedule vacation time for the following week
- (C) To pass a training test on a particular route
- (D) To validate a commercial driver's license

17. What is NOT required for this position?

- (A) A five-year safe driving record
- (B) A commercial driver's license
- (C) An employee transportation pass
- (D) A high school diploma