

**SECTION 1****Questions 1-10**

Complete the form below

Write **ONE WORD AND/OR A NUMBER** for each answer.

<b>Morgan Recruitment Agency- Request for new staff</b>	
Example Name : Peter <u>Smith</u>	
Phone number:	1.....
Company name:	2..... Transport
Type of company:	trucking company-.....
	transports a lot of 3..... food
Date employees required:	from 4.....
<b>Details of Jobs</b>	
Office Manager	
<ul style="list-style-type: none"><li>• experience working with supermarkets is needed</li><li>• must have a 5.....</li></ul>	
Mechanic	
<ul style="list-style-type: none"><li>• duties involve repairing trucks and waiting a 6.....for every vehicle</li><li>• the job will not involve much travelling</li></ul>	
<b>Truck Driver</b>	
<ul style="list-style-type: none"><li>• will cover long distances</li><li>• will need to transport 7.....,so experience handing them is preferred</li><li>• all drivers also have to 8.....their truck</li></ul>	
<b>Warehouse Supervisor</b>	
<ul style="list-style-type: none"><li>• managing the warehouse near the .....</li><li>• they need their own 10.....</li></ul>	

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## SECTION 2

## Questions 11-20

### Questions 11-17

Complete the notes below.

Write **ONE WORD AND/OR A NUMBER** for each answer.

### Barton House

Before Barton bought this house, it was a 11.....

The Chinese wallpaper was painted in the 12..... century.

Barton died in the 13.....room.

The dining room has many antiques such as the 14..... sold by Japanese.

### Backyard Garden

15..... plants that have been there for years.

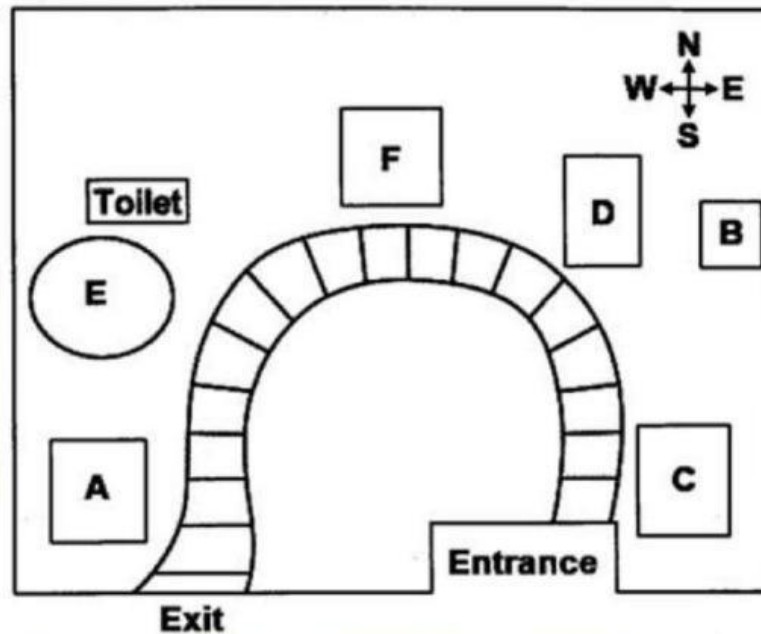
16..... were introduced by the government.

The most popular animal is the 17.....

### Questions 18-20

Label the map below.

Write the correct letter, **A-F**, next to Questions 8-10



18 gallery .....

19 woodland .....

20 gift shop .....

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## SECTION 3

## Questions 21-30

Questions 21-23

Choose *THREE* letters, A-G.

Which *THREE* kinds of help did both Tim and Alice get from their mentor?

- A building up confidence
- B preparation for exams
- C preparation for seminars
- D course selection
- E information about the subjects
- F advice about future career
- G suggestions on conducting experiments

Questions 24-25

Choose the correct letter, A, B or C.

24 What do they think about the essay writing?

- A It's easier than expected.
- B It's as difficult as they have expected.
- C It's harder than expected.

25 Why does Alice think it is difficult to learn economics?

- A because it's her first time to learn economics
- B because she is not good at numbers
- C because she is not interested in it



Questions 26-30

What do Alice and Tim think of the course?

Write the correct letter, A, B, or C, next to questions 26-30.

- A Only Alice
- B Only Tim
- C Both Alice and Tim

- 26 put theory into practice .....
- 27 have networking opportunity .....
- 28 have experience of working in large organizations .....
- 29 have communication skills .....
- 30 identify a career plan .....



## SECTION 4

## Questions 31-40

Complete the notes below.

Write **ONE WORD AND/OR A NUMBER** for each answer.

### Introduction to Taxation

#### To certify income

- enough **31**..... is needed, including:
  - wage statements
  - independent freelancer statements
  - invoices
  - **32**..... statements

#### A tax year

- starts from **33**.....
- requires a statement of employment from **34**.....

#### Penalty for failing to pay tax

- the maximum amount is **35** \$.....

#### Tips

- Tax rate will be changed when buying a **36**.....
- **37**..... for one single kind of tax is easier.

#### Online tax service

- Information occupies small **38**..... space.
- Fewer **39**..... are made.
- A **40**..... is helpful to find the right kind of form.

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