

PART 1: QUESTIONS 1-10

Questions 1-8

Complete the form below.

Write **NO MORE THAN THREE WORDS AND/OR A NUMBER** for each answer.

DENHAM'S SHIPPING AGENCY customer quotation form

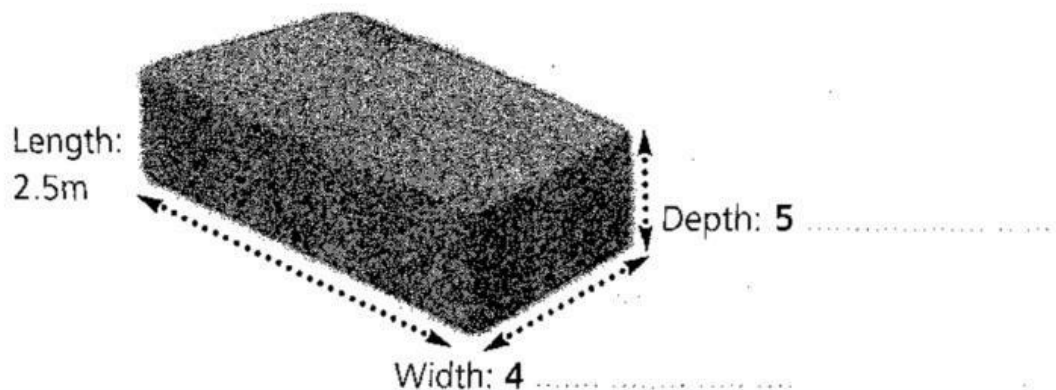
Name: Tim **1** _____

Address to be collected from: **2** _____ University

Town: Brighton

Postcode: **3** _____

Size of container:



Contents: books

6 _____

7 _____

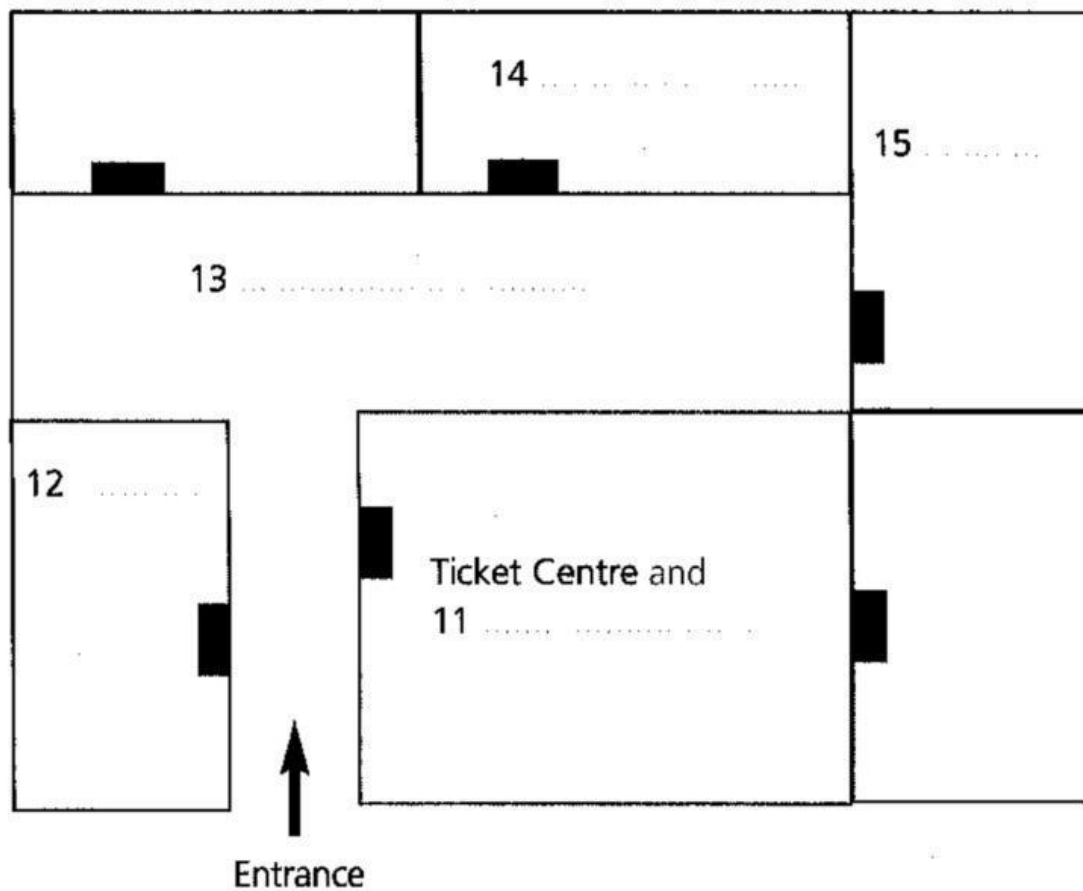
Total estimated value: £ **8** _____

PART 2: QUESTIONS 11-20

Questions 11-15

Label the plan below.

Write **NO MORE THAN THREE WORDS** for each answer.



Questions 16-20

What does the tour guide tell her tour group about each of the following places on the day's itinerary?

Write the correct letter, A, B, or C next to questions 16 - 20 below.

| | |
|---|-------------------------------------|
| A | They'll definitely go there. |
| B | They might go there if time allows. |
| C | They certainly won't go there |

NB You may choose any **letter more than once**.

- 16 The Aquarium
- 17 Solheim Country Club
- 18 Milltown Winery
- 19 The Zoological Gardens
- 20 The Stout Brewery

PART 3: QUESTIONS 21-30

Questions 21-25

Complete the sentences below.

Write **NO MORE THAN TWO WORDS** for each answer.

Gyroscopes are used in laser devices and are found in many consumer

21

The purpose of the project is to design a functional,

22

and beneficial consumer product.

The gyroscopic exercise ball can be set in motion by movements of the

23

and wrist together in synch.

The gyroscopic ball could help people in 24 _____ who have lower-arm injuries.

The product could also be aimed at 25 _____ for whom lower-arm strength is very important.

Questions 26-30

Complete the table below.

Write **NO MORE THAN THREE WORDS AND/OR A NUMBER** for each answer.

| | PROTOTYPE DESIGN | TESTING |
|-------------------|-----------------------------|---|
| Estimated Cost: | £3,000 | £ 26 _____ |
| Numbers of Weeks: | 27 _____ | 6 |
| | Numbers of test subjects: | 28 _____ |
| | Breakdown of test subjects: | 5 professional athletes |
| | | 5 29 _____ 30 _____ |

PART 4: QUESTIONS 31-40

Questions 31-35

Choose the correct letter, A, B or C.

31 Speakers have to know

- A** ☐ their material.
- B** ☐ their audience.
- C** ☐ their limitations.

32 Experienced speakers

- A** ☐ always try to wing it.
- B** ☐ never arrive unprepared.
- C** ☐ give the best presentations.

33 You should always rehearse

- A** ☐ with friends who can advise you.
- B** ☐ with all the equipment you plan on using.
- C** ☐ more than once.

34 It is a good idea to

- A** ☐ be discreet with your audience.
- B** ☐ meet your fans.
- C** ☐ meet and welcome your audience.

35 Taking a few deep breaths before you begin

- A** ☐ will stop you having a panic attack.
- B** ☐ will guarantee that you feel more relaxed.
- C** ☐ will help turn your tension into enthusiasm.

Questions 36-40

Complete the sentences below.

Write **NO MORE THAN TWO WORDS AND/OR A NUMBER** for each answer.

Useful Tips for a Successful Presentation

- Try to **36** _____ yourself making a speech and imagine your voice loud and confident.
- Even if you make mistakes avoid making **37** _____
- Pay attention to your **38** _____ - your words carry less meaning than your delivery.
- People usually remember less than **39** _____ of what they hear.
- Be **40** _____ about yourself; you don't become a perfect speaker overnight.