

PART 1

Questions 1 - 10

Complete the table below.

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

The London Relocation Services	
Customer's name	Anna Woods
Customer's personal details	
• Current address 118 1.....	Park, Ballysillan
• Postcode. BT149BJ	
• Phone No: 2.....	(Mobile)
Other information	
• Anna is hoping to find work as a 3.....	
• She needs to find a 4.....	school for her son.
Requirements for the new property	
Location	
• Her preferred location is in the 5.....	the city.
• Her husband would like to be near a 6	
• Her son would prefer to be close to a 7	
Property details:	
• She would like to live in a 8	
• She would prefer 9	bedrooms
• A small 10.....	is also desirable

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PART 2

Questions 11-20

Questions 11-16

Choose the correct letter, **A**, **B** or **C**.

Moving Office

- 11 What reason does the manager give for moving to a new office building?
A to have more space
B to pay less rent
C to be in a central location
- 12 What is best about the new office building?
A the air-conditioning system
B the amount of natural light
C the low level of noise
- 13 When will the office move take place?
A after the sales conference
B after the end of the tax year
C after the annual holiday period
- 14 What information about the new location is already on the company website?
A where to park
B places to eat
C public transport
- 15 What practical thing must staff do now?
A give details of damaged furniture
B throw away unnecessary papers
C take home personal items
- 16 Staff will need to put folders containing confidential details
A into packing boxes
B into grey plastic bags
C into new filing cabinets

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Questions 17 and 18

Choose **TWO** letters, **A-E**

Which **TWO** things do people often forget when lifting heavy things?

- A** keep your head up
- B** don't bend your back
- C** don't lean to one side
- D** use handles
- E** stand with feet apart

Questions 19 and 20

Choose **TWO** letters, **A-E**.

Which **TWO** things should staff do when moving papers?

- A** wear a face mask
- B** open windows
- C** wear gloves
- D** take frequent breaks
- E** drink plenty of water

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SECTION 3

Questions 21-30

Questions 21-26

Choose the correct letter, A, B or C.

- 21 Mona's presentation topic is about
- A design development from 1800s
 - B design development and social advancement
 - C design development and art movement
- 22 Mona doesn't want to just talk about one topic because
- A She is afraid of her tutor's response
 - B She wants to give a complete talk.
 - C She thinks it would be too simple.
- 23 What does Ted say about Mona's topic?
- A Very detailed
 - B Too old
 - C Too broad
- 24 What is Mona's viewpoint on computers?
- A They have improved work efficiency.
 - B They have influenced traditional media.
 - C They have changed people's sense of style.
- 25 Why does Ted think of 'purism'?
- A It's important for architecture
 - B It saves a lot of effort
 - C He admires it in arts
- 26 What does Ted suggest Monac
- A meet one of his friends
 - B read more books
 - C visit a museum

Questions 27-30

According to Ted, what is the right way to make a successful presentation?

Choose **FOUR** letters from the box and write the correct letter, A-F, next to questions 27-30.

- A text handouts
- B questions
- C an outline
- D an introduction
- E statement
- F explain
- G research

Step 1. Write 27.....

Step 2. 28.....further on the topic

Step 3. Put a 29.....for every picture and support it

Step 4. every slide illustrates a thought, all the thoughts link together

Step 5. Write 30.....

SECTION 4 Question 31-40

Question 31-36

Complete the notes below

Write **ONE WORD ONLY** for each answer.

GRAPHICAL SYMBOL

'Graphical symbol'

- includes the logographs in Egyptian hieroglyphic writing and ancient Chinese pictograms
- found in Africa, the Americas, and Oceania
- still has something to do with **31** use today

Ancient graphic writing systems

- Researchers obtain a wide range of **32** about past civilisations.
Rosetta Stone was found in 1799 when members of Napoleon's expedition got to Egypt.
Frenchman Jean-Francois Champollion determined the phonetic values of the symbols in 1822. _____
- In those symbols, **33** are used to depict various meanings.

Camera obscura

- **34** helps people understand history better.
- Some charities will **35** many endangered species.
- A camera was tied to one **36** of a bird.

Question 37-40

Complete the sentences below.

Write **ONE WORD ONLY** for each answer

- 37 More will be included in the future with the development of photography.
- 38 Companies would like to invest a lot to advertise in
- 39 Designing appealing is used as a way of effective branding.
- 40 Graphic writing systems are of great importance in the subject of

