

**SECTION 3 Questions 21–30**

Questions 21 and 22

Choose **TWO** letters, **A–E**.Which **TWO** skills did Laura improve as a result of her work placement?

- A communication
- B design
- C IT
- D marketing
- E organisation

Questions 23 and 24

Choose **TWO** letters, **A–E**.Which **TWO** immediate benefits did the company get from Laura's work placement?

- A updates for its software
- B cost savings
- C an improved image
- D new clients
- E a growth in sales

Questions 25–30

What source of information should Tim use at each of the following stages of the work placement?

Choose **SIX** answers from the box and write the correct letter, **A–G**, next to questions 25–30.**Sources of information**

- A company manager
- B company's personnel department
- C personal tutor
- D psychology department
- E mentor
- F university careers officer
- G internet

**Stages of the work placement procedure**

- 25 obtaining booklet .....
- 26 discussing options .....
- 27 getting updates .....
- 28 responding to invitation for interview .....
- 29 informing about outcome of interview .....
- 30 requesting a reference .....