

PART 1

Questions 1–6

Complete the notes below.

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

First day at work	
• Name of supervisor:	1.....
• Where to leave coat and bag:	use 2..... in staffroom
• See Tiffany in HR:	to give 3..... number to collect 4.....
• Location of HR office:	on 5..... floor
• Supervisor's mobile number:	6.....

Questions 7–10

Complete the table below.

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

Responsibilities			
	Task 1	Task 2	Notes
Bakery section	Check sell-by dates	Change price labels	Use 7..... labels
Sushi takeaway counter	Re-stock with 8..... boxes if needed	Wipe preparation area and clean the sink	Do not clean any knives
Meat and fish counters	Clean the serving area, including the weighing scales	Collect 9..... for the fish from the cold-room	Must wear special 10.....

PART 2

Questions 11 and 12

Choose **TWO** letters, **A–E**.

Which **TWO** problems with some training programmes for new runners does Liz mention?

- A There is a risk of serious injury.
- B They are unsuitable for certain age groups.
- C They are unsuitable for people with health issues.
- D It is difficult to stay motivated.
- E There is a lack of individual support.

Questions 13 and 14

Choose **TWO** letters, **A–E**.

Which **TWO** tips does Liz recommend for new runners?

- A doing two runs a week
- B running in the evening
- C going on runs with a friend
- D listening to music during runs
- E running very slowly

Questions 15–18

What reason prevented each of the following members of the Compton Park Runners Club from joining until recently?

Write the correct answer, **A**, **B**, or **C** next to Questions 15–18.

Reasons

- A a lack of confidence
- B a dislike of running
- C a lack of time

Club members

- 15 Ceri
- 16 James
- 17 Leo
- 18 Mark

Questions 19 and 20

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

19 What does Liz say about running her first marathon?

- A** It had always been her ambition.
- B** Her husband persuaded her to do it.
- C** She nearly gave up before the end.

20 Liz says new runners should sign up for a race

- A** every six months.
- B** within a few weeks of taking up running.
- C** after completing several practice runs.

PART 3

Questions 21–25

21 Kieran thinks the packing advice given by Jane's grandfather is

- A** common sense.
- B** hard to follow.
- C** over-protective.

22 How does Jane feel about the books her grandfather has given her?

- A** They are not worth keeping.
- B** They should go to a collector.
- C** They have sentimental value for her.

23 Jane and Kieran agree that hardback books should be

- A** put out on display.
- B** given as gifts to visitors.
- C** more attractively designed.

24 While talking about taking a book from a shelf, Jane

- A** describes the mistakes other people make doing it.
- B** reflects on a significant childhood experience.
- C** explains why some books are easier to remove than others.

25 What do Jane and Kieran suggest about new books?

- A** Their parents liked buying them as presents.
- B** They would like to buy more of them.
- C** Not everyone can afford them.

Questions 26–30

Where does Jane's grandfather keep each of the following types of books in his shop?

Choose **FIVE** answers from the box and write the correct letter, **A–G**, next to Questions 26–30.

Location of books

- A** near the entrance
- B** in the attic
- C** at the back of the shop
- D** on a high shelf
- E** near the stairs
- F** in a specially designed space
- G** within the café

Types of books

- 26** rare books
- 27** children's books
- 28** unwanted books
- 29** requested books
- 30** coursebooks

PART 4

Questions 31–40

Complete the notes below.

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

Tree planting

Reforestation projects should:

- include a range of tree species
- not include invasive species because of possible **31**..... with native species.
- aim to capture carbon, protect the environment and provide sustainable sources of **32**..... for local people
- use tree seeds with a high genetic diversity to increase resistance to **33**..... and climate change
- plant trees on previously forested land which is in a bad condition, not select land which is being used for **34**.....

Large-scale reforestation projects

- Base planning decisions on information from accurate **35**.....
- Drones are useful for identifying areas in Brazil which are endangered by keeping **36**..... and illegal logging.

Lampang Province, Northern Thailand

- A forest was restored in an area damaged by mining.
- A variety of native fig trees were planted, which are important for
 - supporting many wildlife species
 - increasing the **37**..... of recovery by attracting animals and birds, e.g., **38**..... were soon attracted to the area.

Involving local communities

- Destruction of mangrove forests in Madagascar made it difficult for people to make a living from **39**.....
- The mangrove reforestation project:
 - provided employment for local people
 - restored a healthy ecosystem
 - protects against the higher risk of **40**.....