

READING TEST 109

In the Reading test, you will read a variety of texts and answer several different types of reading comprehension questions. The entire Reading test will last 75 minutes. There are three parts, and directions are given for each part. You are encouraged to answer as many questions as possible within the time allowed.

You must mark your answers on the separate answer sheet. Do not write your answers in your test book.

PART 5

Directions: A word or phrase is missing in each of the sentences below. Four answer choices are given below each sentence. Select the best answer to complete the sentence. Then mark the letter (A), (B), (C), or (D) on your answer sheet.

101. The Telra Corporation complies with all local and national-----.

- (A) regulate
- (B) regulated
- (C) regulatory
- (D) regulations

102. If you are not satisfied with your purchase ----- CXT Electronics, return it within 30 days for a full refund.

- (A) to
- (B) out
- (C) from
- (D) along

103. Ms. Anderson has just received her invitation, so we cannot yet confirm whether ----- will attend the end-of-year banquet.

- (A) she
- (B) her
- (C) hers
- (D) herself

104. As part of the writing workshop, participants will read their compositions ----- to the group.

- (A) throughout
- (B) aloud
- (C) meanwhile
- (D) significantly

105. Our programmers have benefited from the rigorous ----- required by the company.

- (A) trainee
- (B) trains
- (C) training
- (D) trained

106. A recent ----- of restaurants across the nation suggests that people are dining out much more frequently.

- (A) collection
- (B) cuisine
- (C) survey
- (D) supply

107. During the summer, the Clayburgh Museum ----- its hours until 10:00 P.M. on the weekend.

- (A) extends
- (B) extending
- (C) extensions
- (D) extendable

108. After reviewing the latest real-estate reports Ms. González ----- the sale of the property.

- (A) replaced
- (B) invested
- (C) commented
- (D) authorized

109. Atlas Printing ----- can accommodate large orders within 24 hours.

- (A) general
- (B) generalize
- (C) generalized
- (D) generally

110. The Kwon Group employee handbook contains ----- information about payroll, benefits, and terms of employment.

- (A) every
- (B) entire
- (C) whole
- (D) complete

111. Mr. Shim has decided that he will present the figures to the board of trustees ----- rather than appoint someone else to do it.

- (A) his
- (B) himself**
- (C) him
- (D) he

112. ----- he arrived in Indonesia, risk analyst Hoi-Tung Lai has been assessing the spending of Jakarta's middle class.

- (A) While
- (B) During
- (C) Since**
- (D) For

113. Robert Lum is one of the most ----- leaders in the import-export business.

- (A) persuasive**
- (B) persuade
- (C) persuasively
- (D) persuades

114. Compared with other dairy products, yogurt has remained ----- inexpensive.

- (A) thoroughly
- (B) relatively**
- (C) early
- (D) minimally

115. Please place all orders for new office furniture ----- February 17.

- (A) despite
- (B) before**
- (C) inside
- (D) when

116. The Ott Institute designs successful training videos, but the process ----- to take longer than expected.

- (A) finds
- (B) shows
- (C) works

D) tends

117. Two candidates were recently interviewed for the marketing position, and ----- were impressive.

(A) some

(B) both

(C) any

(D) either

118. If Mr. Itoh is unable to attend the conference in Brasilia, then Ms. Gruber will speak in his -----.

(A) place

(B) purpose

(C) concern

(D) permission

119. We have simplified the bill-paying feature on our secure Web site ----- convenience.

(A) above all

(B) with some

(C) for your

(D) by its

120. The rebate offered by Genton Vitamins will expire ----- six months.

(A) among

(B) within

(C) except

(D) besides

121. The results of the test are only as meaningful as the quality of the specimen ----- for analysis.

(A) submitted

(B) submittal

(C) submits

(D) submitting

122. Ms. Nguyen is assigned to oversee ----- television advertising campaigns.

(A) indefinite

(B) deliberate

(C) compound

(D) multiple

123. Sales from the Plainlee Organics juice line
----- for less than 25 percent of the
company's total revenue.

(A) account

(B) accounts

(C) accounting

(D) accountant

124. Since Alfonso Bastian is such a great -----
to the company, he was promoted to division manager.

(A) asset

(B) order

(C) application

(D) opportunity

125. The city ----- that all buildings pass an
inspection does not apply to historic landmarks.

(A) require

(B) requires

(C) required

(D) requirement

126. To keep an independent contracting license,
Ms. Ato must ----- the correct paperwork annually.

(A) file

(B) conduct

(C) announce

(D) transform

127. The price quoted by the movers is only an
----- cost and is subject to change.

(A) approximately

(B) approximate

(C) approximating

(D) approximation

128. Through the years, Ontario Housewares has
----- its commitment to sell only the highest-quality kitchen appliances.

(A) linked

(B) relieved

- (C) honored
- (D) attracted

129. Mr. Mehretu will discuss the.----- of the new payroll policy at the company meeting tomorrow.

- (A) specifics
- (B) specifically
- (C) specifies
- (D) specific

130. The contract must be signed ----- the opening of formal discussions.

- (A) in order to
- (B) prior to
- (C) except for
- (D) on top of

PART 6

Directions: Read the texts that follow. A word, phrase, or sentence is missing in parts of each text. Four answer choices for each question are given below the text. Select the best answer to complete the text. Then mark the letter (A), (B), (C), or (D) on your answer sheet.

Questions 131-134 refer to the following press release.

Losilly Perfumes is pleased to announce that its newest fragrance, Pink Roses, has been 131 Fragrance of the Year by the World Perfume Council. The council considers dozens of entries every year, and the award carries a great deal of prestige in the industry. This is the first time 132 of Losilly's fragrances has received this honor. Pink Roses uniquely combines the scent of freshly picked roses with a hint of vanilla.

The Pink Roses scent had a 133 release early this year and is still sold exclusively online. 134.

- 131.
- (A) granted
 - (B) supported
 - (C) named
 - (D) founded

- 132.
- (A) none
 - (B) each
 - (C) others

(D) any

133.

(A) limit

(B) limited

(C) limiting

(D) limits

134.

(A) The fragrance will be available in stores next month.

(B) The previous winner was also a floral scent.

(C) Its distinctive packaging has been redesigned.

(D) Losilly is currently working on a replacement product.

Questions 135-138 refer to the following e-mail.

From: Felizia Wolfmeier <felizia@feliziasbakery.com>

To: Ji Hyun Park <jhpark@polysthetics.com>

Date: May 18

Subject: Your feedback

Dear Ms. Park:

Thank you for contacting Felizia's Bakery with your 135. We are 136 to inform you that your idea, cinnamon mango cupcakes, will be added to our menu next month.

We would like to thank you by offering you a complimentary half-dozen cupcakes in the flavor of choice. To 137 your gift, simply take this message with you the next time you visit Felizia's Bakery 138. We look forward to seeing you soon.

Sincerely

Felizia Wolfmeier, Owner

Felizia's Bakery

135.

(A) suggestion

(B) requirement

(C) complaint

(D) concern

136.

(A) delight

(B) delighted

- (C) delightful
- (D) delights

137.

- (A) return
- (B) exchange
- (C) claim
- (D) display

138.

- (A) It is fortunate that we have the item in stock.
- (B) We hope you enjoy this token of our appreciation.
- (C) Please contact us with the requested information.
- (D) Gift receipts do not contain prices.

Questions 139-142 refer to the following advertisement

Timbi Construction Shelters

If you work in the construction industry, you know how frustrating 139 can be when unexpected rain forces you to halt work on a project. Not only do you risk inconveniencing your client when a deadline is missed, but you may have to postpone other planned projects as well.

Timbi Construction Shelters provide the 140 you need to continue the job! These temporary structures 141 installed directly at your work site. They remain intact for the duration of your project, enabling your crew members to work uninterrupted in rain or sunshine. They also ensure that all equipment and materials are kept dry, eliminating the risk of water and mold damage. 142. Visit www.timbishelters.com for more information!

139.

- (A) it
- (B) one
- (C) they
- (D) some

140.

- (A) workers
- (B) financing
- (C) advice
- (D) protection

141.

- (A) can be
- (B) are being
- (C) have been
- (D) would have been

142.

- (A) Make sure to explain which repairs are most critical.
- (B) You will never have to delay work because of rain again.
- (C) We will send a professional to your facility right away.
- (D) How much time a project requires is difficult to predict.

Questions 143-146 refer to the following article.

April 15)-Starting on May 1, the city of Moreton will adopt a new recycling system. Residents will no longer have to sort recyclable materials; 143, they can put everything into the same container.

"This process is much more streamlined," says Liam Brown of Moreton Waste Management. "It will be just as easy to recycle as it is to throw things away. 144. "

Skeptics say that while collection costs may be lower with the new system, processing costs will be much higher. "It may be more 145 for residents," says Moreton resident Sophia Preston, "but these recyclables have to be taken to a facility to be sorted anyway. Then the city is going to have to pay high processing fees. People 146 that the old system was better. "

143.

- (A) Instead
- (B) Otherwise
- (C) In the meantime
- (D) As a rule

144.

- (A) They have undergone additional training.
- (B) It has been interesting to see the results.
- (C) The benefits of this are unclear.
- (D) People will be more likely to comply.

145.

- (A) urgent
- (B) amusing
- (C) convenient
- (D) ordinary

146.

(A) realized

(B) will realize

(C) would have realized

(D) been realizing

PART 7

Directions: In this part you will read a selection of texts, such as magazine and newspaper articles, e-mails, and instant messages. Each text or set of texts is followed by several questions. Select the best answer for each question and mark the letter (A), (B), (C), or (D) on your answer sheet.

Questions 147-148 refer to the following invoice.

Sun and Moon Textiles
2-10-28 Ginza
Chuo-ku, Tokyo 104-0061
Phone: (03) 5555-0083
E-mail: sunandmoontextiles@vendor.jp

Sold To:

Interior Designs Manhattan
39 E 40th St
New York, NY 10016

Invoice # : 51001002

Invoice Date: 5 December

Delivery Type: Express Air

Ship To:

Interior Designs Manhattan Warehouse
500 Canal Boulevard # 150
New York, NY 10013

Order Date: 3 December

Export Date: 10 December

Expected Delivery Date: 15 December

Product Description	Product Number	Quantity	Unit Cost	Total
"Slumber" Comforter	00112	30	\$65.00 USD	\$1,950.00 USD
"Slumber" Pillowcase Set(2 cases per set)	00113	30	\$25.00 USD	\$750.00 USD
International Shipping Invoice			Shipping	\$ 523.00 USD
			Total	\$3,223.00 USD

147. When is the purchase scheduled to arrive?

(A) On December 3

(B) On December 5.

(C) On December 10

(D) On December 15

148. What is indicated on the invoice?

- (A) The order was placed online.
- (B) Payment will be due on delivery.
- (C) Charges have been added for shipping.
- (D) The products will be delivered to multiple locations.

Questions 149-150 refer to the following e-mail.

"E-mail"

To: Administrative Staff
From: Junpei Hamano
Date: August 8
Subject: Employee Data

As you read in yesterday's company-wide memo, the system for storing employee records has recently been updated. All employees must submit their most recent résumé to empdata@okamin.com. In addition, **administrative staff will soon receive a mandatory questionnaire seeking information on technical skills**, including:

- Words-per-minute keyboarding skills
- Software skills, such as spreadsheet creation, word processing, and database management.

If you do not know your typing speed and need to take a timed test, please contact Amy Seidel at extension 711.

Sincerely,

Junpei Hamano
Administrative Manager
Okamin Imports Ltd.

149. What is one purpose of the e-mail?

- (A) To describe the reorganization of a department
- (B) To introduce new employees
- (C) To announce technical training sessions
- (D) To provide information about new requirements

150. According to the e-mail, why should an employee contact Ms. Seidel?

- (A) To report computer problems
- (B) To request a skill evaluation
- (C) To inquire about job openings
- (D) To make an appointment with a senior manager

Questions 151-152 refer to the quest following policy.

Fosberg Pharmaceutical Corporation

Fosberg Pharmaceutical Corporation **covers business-related travel expenses when employees travel for the company.** Lodging-arrangement request should be submitted to the Corporate Travel Department via the online requests form. Requests must include employee's full name, the hotel name and contact information, the reservation dates, and the purpose for travel.

Once the Corporate Travel Department has made reservations and the payment, the employee will receive a confirmation number to present to the hotel clerk upon check-in. The room will be paid for in advance, but employees should be prepared to put any additional charges incurred during the trip on a personal credit card. Requests for reimbursement of additional charges should be submitted upon return.

151. What is the policy about?

- (A) Enrolling in an employee benefits program
- (B) Making arrangements for corporate travel**
- (C) Requesting a new job assignment
- (D) Finding accommodations for visiting clients

152. Why is a confirmation number needed?

- (A) To replace a credit card
- (B) To receive a discount
- (C) To avoid additional charges
- (D) To verify a reservation**

Questions 153-154 refer to the following text-message chain.

David Lee 10:01 A.M.

Hi Sylvia. Can you cover my 1:30 shift this afternoon? I'm scheduled to work at the concession stand 貨攤

Sylvia Ritter 10:02 A.M

Not a problem. Are you feeling ill?

David Lee 10:05 A.M.

I'm fine. I'm on my way back from Boston, and my car broke down a couple of hours ago. I'm at the garage

right now. Thanks for covering for me!

I will gladly return the favor

Sylvia Ritter 10:08 A.M

Sorry to hear about your car! So **would you be available to work my evening shift at the box office** next Tuesday?

I'll be hosting a friend visiting from Canada that day

David Lee 10:09 A.M

I'd be happy to. I'll talk with you soon.

153. Where do Mr. Lee and Ms. Ritter most likely work?

- (A) At a café
- (B) At a theater**
- (C) At a travel agency
- (D) At an auto repair shop

154. At 10:09 A.M., what does Mr. Lee mean when he writes, "I'd be happy to"?

- (A) He is able to take Ms. Ritter's shift.**
- (B) He will pay the repair bill.
- (C) He can meet with Ms. Ritter at 1:30.
- (D) He will approve a request for time off.

Questions 155-157 refer to the following e-mail.

To: Amalia Esparza caesparza@mymail.com>

From: Dinesh Gadhavi M <DGadhavi@onthehorisonsvcs.com>

Date: 15 May

Subject: Opportunity available

Hello Ms. Esparza,

Thank you for becoming a client of On the Horizon Services. We are committed to helping you find a rewarding career. Based on the information you provided during our telephone interview, I found a promising opportunity. **If you are interested in the job described below, please e-mail me today. We can then get started on writing a cover letter to submit with your résumé and application.**

Job Title: Office Assistant

Company: Prescott Medical Center

Location: Monroe Township

Responsibilities:

- Assist with scheduling of **appointments**
- Prepare and **mail billing statements**
- **Enter patient data** in a digital medical records system

Sincerely,

Dinesh Gadhavi, Career Counselor
On the Horizon Services

155. Why does Mr. Gadhavi write the e-mail?

- (A) To schedule a job interview
- (B) To welcome a new employee
- (C) To promote his company's services
- (D) To inform a client about a job opening**

156. What does Mr. Gadhavi ask Ms. Esparza to do?

- (A) Update her résumé today
- (B) Contact him with a decision soon**
- (C) Make an appointment with a doctor
- (D) Provide him with a list of references

157. What is NOT mentioned as a responsibility of the office assistant?

- (A) Checking patients in on arrival**
- (B) Sending **bills** to patients
- (C) Scheduling **appointments**
- (D) **Recording** patient information

Questions 158-160 refer to the following advertisement.

-----**PRIVATE SALE**-----

This 3-bedroom, 2-bathroom property sits on a 2,000-square-foot elevated site in a location overlooking **the Botanical Gardens**. It is convenient to the Central Business District and public transportation. The home has been fully upgraded to include modern appliances, new carpets, and air-conditioning. The property includes a detached, refurbished office. **Off-street parking** is available

Property valuation (January): \$325,000

No agents, please.

Listing # : PA39384

158. What is being advertised?

- (A) A gardening center
- (B) A retail store
- (C) An office building
- (D) A private house

159. Where is the property?

- (A) Next to an industrial park
- (B) In an apartment building
- (C) Near the Botanical Gardens
- (D) In a rural area

160. What is indicated about the property?

- (A) It is currently under contract
- (B) It has no parking garage.
- (C) It is being sold through a real estate agency
- (D) Its price has been reduced.

Questions 161-163 refer to the following article.

Salty Sea in Rough Waters

by Sandra Lo

SINGAPORE (14 January)-Tourists in the know have been coming for years to the old pier-based seafood restaurant in the shape of a ship. ----[1]----. The restaurant, Salty Sea, still stands, but the familiar wooden doors with their porthole windows are closed. All of the interior furniture was auctioned off in November, and the place is set to be demolished next month. -----[2]-----.

All is not as it seems, however. Salty Sea

manager Nishit Kapoor has come to a hard-won agreement with the property owner, PG Realty, **to rebuild the restaurant where it stands.**----[3]----. According to Mr. Kapoor, PG Realty had decided to have the building torn down because the structure itself would have required massive repairs.

----[4]----. **Any new structure built on the property will follow the original concept but have a more modern appearance.** This comes at the insistence of PG Realty over the objections of Mr. Kapoor.

161. What is being reported?

- (A) A restaurant has been renamed.
- (B) A building has changed ownership.
- (C) A ship is being rebuilt.
- (D) A business is planning to reopen.

162. What is suggested about Mr. Kapoor?

- (A) He insisted on keeping the original design.
- (B) He wants to leave the restaurant business.

163. In which of the positions marked [1], [2], [3], and [4] does the following sentence best belong?

"Among the objects sold was a scale model of the 150-year-old ship that inspired the restaurant's design."

- (A) [1]
- (B) [2]
- (C) [3]

- (C) He is looking for a new location.
(D) He turned a ship into a restaurant.

(D) [4]

Questions 164-167 refer to the following e-mail.

E-mail

To: Staff <callstaff@estable.com>
From Joan Finkel <ifinkel@estable.com>
Date: October 22
Re: Photocopying

Dear Staff,

To ensure that we conserve company resources and protect the environment, we ask that you adhere to company policies when using photocopy machine. As you know, making hard copies requires the use of paper, the toner, and other materials that impact the environment. It can also be expensive. Currently, departments are charged **5 cents** per page, which can add up quickly. To minimize these environmental and financial impacts, **consider accessing materials electronically whenever possible.**

When hard copies are truly necessary, please limit your use of the copy machine to **25** copies per batch. This machine is intended for light use, and **printing large batches could result in excessive wear** and added maintenance and replacement costs. **If a higher number of copies is needed, please submit a request to the Printing Center**, located on the fourth floor. We have discontinued the paper printing request form and **now only process orders from our electronic form on the employee resources Web page**. Please contact your department secretary if you need assistance with this procedure.

Thank you for your cooperation.

Regards,

Joan Finkel
Operations Supervisor

164. Why did Ms. Finkel send the e-mail?

- (A) To notify employees of increased charges for photocopying
(B) To announce the new location of the Printing Center
(C) **To review the company's photocopying policies**
(D) To explain when the copy machine will be repaired

165. What is NOT mentioned as a reason for limiting the number of paper copies?

- (A) Reducing the environmental impact
- (B) Lowering the cost to departments
- (C) Increasing the speed of communication
- (D) Extending the life of the copy machine

166. According to the e-mail, when should orders be requested through the Printing Center?

- (A) When more than 25 copies are needed
- (B) When the copies are not needed immediately
- (C) When the department secretary is out of
- (D) When the office the copy machine needs maintenance

167. How should printing requests be submitted?

- (A) By calling the department secretary
- (B) By completing an online form
- (C) By filling out the paper request form
- (D) By visiting the Printing Center

Questions 168-171 refer to the following book review.

It is no secret that Xiaoyu Li's latest book, *Daring to Succeed in Business* (276 pages, Finn Business Publishing, \$26.95), was written specifically for recent university graduates. The book is heavily marketed to young people, and much of the book's introductory material is geared toward them. However, the concepts elucidated by Ms. Li are reflected in the experiences of many an established business executive. ---[1]---. The basic premise of the book is that in order to fulfill one's true potential, a person must be willing to take calculated risks. As founder and CEO of a large advertising firm, I can attest to this idea.

Taking risks was not something I learned to do overnight. ---[2]---. In fact, I spent the early years of my career firmly in my comfort zone, avoiding any major decisions that did not have a predictable outcome. What I eventually realized is that

until I started pursuing new opportunities strategically and stopped worrying about the occasional mistake that my company developed into the multimillion-dollar firm it is today. It was a change in mindset that made all the difference, but it took me years to figure out.

For this reason, I am particularly pleased that Ms. Li is presenting this idea to those who may become the business leaders of tomorrow. ---[4]---. In twelve clear and engaging chapters, Ms. Li narrates the experiences of several of today's big names in business. Each chapter closes with exercises designed to help readers assess their own level of risk aversion. The book concludes with a thought-provoking chapter on approaching risk responsibly that will be as helpful to people well along in their careers as it will be for those who are just starting out. For me, it was a welcome reminder of what I have learned

by doing this, I was effectively preventing my business from growing to its true potential. ---[3]---. It was not over the years.
--Karsten Ward

<p>168. What does Mr. Ward imply in his review? (A) He is not part of Ms. Li's intended audience. (B) He is a longtime collector of books about business (C) He teaches at the same university that Ms. Li attended. (D) He has founded several successful businesses</p> <p>169. What does Mr. Ward say is a reason for his own company's growth? (A) His willingness to make risky decisions (B) His successful networking strategies (C) His focus on company reputation (D) His ability to obtain investment funds</p>	<p>170. Why does Mr. Ward appreciate Ms. Li's book? (A) It has motivated him to make a career change. (B) It has helped him set more ambitious goals. (C) It has reinforced lessons he learned through experience. (D) It has changed his opinion about how to evaluate a company's success.</p> <p>171. In which of the positions marked [1], [2], [3], and [4] does the following sentence best belong? "Even worse, my inaction was also making way for more aggressive competitors to dominate the market." (A) [1] (B) [2] (C) [3] (D) [4]</p>
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Questions 172-175 refer to the following text-message chain.

Filiz Budak, 8:30 A.M.

Hello all. **Once again when I opened up the shop earlier today**, all the lights were on. Does anyone know how that happened?

Luke Ciccone, 8:33 A.M.

set the timer right before locking the door yesterday afternoon. The lights should have shut off at 6 P.M.

Analia Rue, 8:35 A.M.

I drove by the store on my way home from the post office **around 6:30, and the lights were off.**

Filiz Budak, 8:37 A.M.

OK. **Since this has happened the last three mornings, there's definitely a problem with the timer.**

Jae Woo Han, 8:38 A.M.

I left with Luke at 5 and saw him set the timer.

Luke Ciccone, 8:42 A.M.

I agree. The lights are turning on before they are scheduled to. I'll call a repair service when I get to work for my shift. Rex Repair is always reliable.

Filiz Budak, 8:48 A.M.

Contact the company that did the installation. The paperwork should be in one of the filing cabinets. And until the timer can be fixed, the last person on duty will have to turn off each light before closing.

Jae Woo Han, 8:50 A.M.

Yes, I remember filing their invoice at the time of the installation.

Luke Ciccone, 8:51 A.M.

Will do.

172. What is most likely true about Ms. Budak?

- (A) She works in a post office.
- (B) She has a part-time job.
- (C) She lives near her workplace.
- (D) She works the morning shift.

173. Who was the last person to see that the lights were off?

- (A) Ms. Budak
- (B) Mr. Ciccone
- (C) Ms. Rue
- (D) Mr. Han

174. At 8:42 A.M., what does Mr. Ciccone most likely mean when he writes, "I agree"?

- (A) He believes that the timer needs to be fixed.
- (B) He plans to follow Ms. Budak's instructions.
- (C) He thinks that Rex Repair is a trusted repair service.
- (D) He knows that Mr. Han saw him set the timer.

175. What is the first thing Mr. Ciccone will most likely do when he arrives at work?

- (A) Pay a bill
- (B) Replace the lights
- (C) Fill out some paperwork
- (D) Look through some filing cabinets

Questions 176-180 refer to the following letter and e-mail.

Marion Whitfield
Allman Tinline Ltd
28 Maylor Hill Rd
Buckley CH7 3PL

Dear Ms. Whitfield:

The **Buckley Parks and Recreation Commission** is once again planning the Brighter Buckley 10K Road Race, scheduled for 17 June. **Your company's support last year** helped us raise \$25,000, which we applied to improving the roadways in our city. We hope you will help us reach this year's goal of \$28,000. We will be using the proceeds to add playground areas to Buckley's parks.

We have four sponsorship levels, or tiers, available. Tier 1 involves a contribution of £250 and gets your company logo on the back of every race T-shirt. The tier 2 sponsorship level is £500. For this we will also place your company name on the banners at the start and finish lines. For \$1,000 (or tier 3), your logo will be displayed on all our flyers and local publication ads. And lastly, for £2,000 (tier 4), your company will get all three benefits noted previously **plus a promotional tent** at Coolidge Park, where the race begins.

Please contact me by 15 February to indicate your tier preference. For additional information on the event, visit www.buckley.gov.uk/parks/brighterbuckley. We thank you in advance for your continued support of the Buckley community.

Sincerely

Stephen L. Sciandra

To: Ann O'Connor
From: Stephen Sciandra
Date: 13 Februar
Subject: Race update
Attachment:  Allman Tinline logo.ipg

Dear Ann,

I just got a response from Allman Tinline. Please add the attached image of its logo to our T-shirt printing template. Also, **Ms. Whitfield asked about the dimensions of the tent** her company will have at Coolidge Park. I'm **nearly** certain Mr. Patel has that information. Can you find out for me?

We've heard from most of the other sponsors. I will send you the final list on 16 February. In the meantime, **could you request quotes from a few printing companies?** We'll need approximately ten 2-by-4 metre banners, twenty B1-sized colour posters, 200 A4-sized colour flyers, and 500 A4-sized black-and-white flyers.

Thanks,
Stephen

176. Who most likely is Mr. Sciandra?

- (A) A finance professional
- (B) A business owner in Buckley
- (C) A manager at a printing company
- (D) An employee of the city of Buckley**

177. What is indicated about the race?

- (A) It also took place last year.**
- (B) Its participants are all from Buckley.
- (C) Its circuit is less than 5 kilometers.
- (D) It is scheduled for February 15.

178. What tier did Ms. Whitfield most likely choose?

- (A) Tier 1
- (B) Tier 2
- (C) Tier 3
- (D) Tier 4**

179. In the e-mail, the word "nearly" in paragraph 1, line 3, is closest in meaning to

- (A) least
- (B) almost**
- (C) seldom
- (D) closely

180. What is one thing Ms. O'Connor is asked to do?

- (A) Reserve a promotional tent
- (B) Seek price estimates**
- (C) Order T-shirts
- (D) Design banners

Questions 181-185 refer to the following e-mails.

Vimatrek staff

From: Julia Tober <jtober@workstreamdynamics.com>

Date: Monday, June 1

Subject: Survey participation requested

Attachment:  Survey

Dear Vimatrek employees:

Workstream Dynamics, an independent research company located here in Grovebury, has been contracted by Vimatrek to conduct a survey of its staff. **The survey contains approximately twenty questions pertaining to employee satisfaction, including work atmosphere, benefits, facilities, and opportunities for advancement.** Please take a few

minutes to answer the attached questions and provide your honest feedback.

Workstream Dynamics will not identify your responses by name, and your managers will not be able to view individual survey results. Please note, however, that **the optional written comments on the final page of the survey will be collected in a single document and included in our report to Vimatrek management.** If you wish to make a comment and would like to remain anonymous, please do not write anything that will identify you as an individual. Also, **please do not forward the survey e-mail to a colleague, as each e-mail has a unique code to prevent multiple responses from a single person.**

If you have any questions or concerns, you can reply to this e-mail.

Julia Tober
Workstream Dynamics

To: Vimatrek staff
From: Amar Karim
Date: Wednesday September 21
Subject: Exciting News!

Yesterday, the **Grovebury Gazette** published a list entitled "Top Places to Work in Grovebury." and Vimatrek was **number 6 on the list!** Two hundred companies were evaluated by a local company that looked at many businesses, and **ten have been selected for the award.**

We are honored to be recognized--especially since these evaluations were based on an employee survey you completed several months ago. It's great to know that you enjoy working here, and we thank all of you for making Vimatrek such a great place to work.

As you know, **we will be launching an extensive recruiting campaign in the next quarter,** so the award couldn't have come at a better time. With this recognition, we should have no problem **hiring new staff members by the year's end.**

Amar Karim
Vimatrek Director of Marketing

181. Why is the survey being conducted?

- (A) To determine whether a policy change has been successful
- (B) To help design a new marketing campaign
- (C) To decide which products should be developed in the future

184. What is implied about Workstream Dynamics?

- (A) It is the top largest employer in Grovebury.
- (B) It is a newly formed organization.
- (C) It conducts research in several cities.
- (D) It provides ratings for many companies.**

(D) To find out what employees think of their workplace

182. What does Ms. Tober suggest about survey comments?

(A) They will be required of all employees.

(B) They will be identified by name.

(C) Managers can see them in the survey report.

(D) Responses will be mailed to individuals.

183. According to the first e-mail, what should survey recipients avoid doing?

(A) Sending copies of the survey to other people

(B) Discussing survey questions with their colleagues

(C) Saving a copy of the survey on their personal computers

(D) E-mailing Ms. Tober about the survey

185. According Mr. Karim, what does Vimatrek plan to do in the near future?

(A) Acquire more clients

(B) Win more awards

(C) Hire more employees

(D) Conduct more surveys

Questions 186-190 refer to the following article and e-mails.

Local Chef Wow: Audience by Luca Nesbit-Wu

VANCOUVER (16 November) —Last night at the Fête Eatery downtown, local chef Marcel Aalden gave a **cooking demonstration** to a rapt 著迷的 audience. "The event went remarkably well," said **Fete Eatery proprietor Justine Smith**. "We had a sold-out show, and the customers were delighted."

Mr. Aalden sold his own Vancouver restaurant, Marcel's, in August and has been making guest appearances in various eateries since. "It's a nice change from running a restaurant," said Mr. Aalden. "I'm enjoying exploring the city and meeting new people."

To read more about Marcel Aalden and his

appearance schedule, visit his Web site:

www.marcelaalden.com.

To: Marcel Aalden <marcel@marcelaalden.com>

From: Lydia Feinstein <lfeinstein@hmail.com>

Re: Guest appearance

Date: November 19

Dear Mr. Aalden,

My name is Lydia Feinstein. I own both Lydia's Restaurant on West 16th Street and The Shaughnessy Bistro on Oak Street. I was at the **Fete Eatery** this past week and was very impressed, to say the least. **I am writing to inquire whether you might be available to make an appearance at The Shaughnessy Bistro in January or February.**

My sister Adelaide runs an advertising agency, so I could assure you good exposure and an eager clientele. Our dates are flexible. Please let me know if you are interested.

Thank you.

Lydia **Feinstein**

lfeinstein@hmail.com / (604)-555-0147

E-mail

To: Lydia Feinstein <lfeinstein@hmail.com>

From: Marcel Aalden <marcel@marcelaalden.com>

Re: RE: Guest appearance

Date: November 20

Dear Lydia,

Thank you for your e-mail. I am fully booked for January and February, but I do have an opening on **December 15** due to a recent cancellation. Please let me know if the date works for you. We can then talk about the specifics of what you have in mind.

Regards,

Marcel Aalden

186. Who is Ms. Smith?

- (A) A local reporter
- (B) A guest chef
- (C) A restaurant owner**
- (D) An advertising executive

187. What is the purpose of Ms. Feinstein's e-mail to Mr. Aalden?

- (A) To apply for a job opening
- (B) To recommend a restaurant
- (C) To answer a question
- (D) To issue an invitation**

188. According to the first e-mail, how did Ms. Feinstein learn about Mr. Aalden's skill?

- (A) She saw one of his demonstrations.**
- (B) She dined at his restaurant.
- (C) She read an article about him.
- (D) She saw an advertisement in the newspaper.

189. Why does Ms. Feinstein mention her sister Adelaide?

- (A) To offer praise for Mr. Aalden's restaurant
- (B) To suggest that her sister's expertise might be beneficial**
- (C) To identify the buyer of Mr. Aalden's business in Vancouver
- (D) To imply that her sister's article has provided excellent publicity

190. Where might Mr. Aalden appear on December 15?

- (A) Marcel's
- (B) The Fête Eatery
- (C) Lydia's Restaurant
- (D) The Shaughnessy Bistro**

Questions 191-195 refer to the following e-mail, survey, and class schedule.

From: Genevieve Farhat
To: Marketing Team, Kiernan Culinary Academy
Date: 14 January
Subject: Meeting recap

Team,

Here's a summary of our discussion at yesterday's meeting:

- **Student numbers in our professional cooking program continue to grow.** Data on student addresses indicate that our effort to extend marketing reach to a broader geographical

area has paid off. Over 35 percent of new students live 20 or more miles from campus. That's a 15 percent increase from last year.

- On the recreational cooking side, enrollments have declined over the last several months. **Natasha is developing an electronic survey to send to past participants.** Once we understand how these students' interests have changed, we will be able to update our course offerings to **suit** them.

Our next team meeting is scheduled for 2:00 P.M. next Monday.

Genevieve

SURVEY

Provide your contact information below to be entered into a drawing for a free cooking class:

Name: **Rachel Yakoby**

E-mail address: **ryakol2yaclymail.net**

For each question, please check the option that BEST matches your interests:

1. What are you interested in learning from a cooking class?

Basic cooking techniques/tools/skills

Cooking foods associated with specific cultures

Preparation and use of specific ingredients

2. What would convince you to register for a class at Kiernan Academy this year?

Reduction in class pricing

Online delivery of class

More convenient on-site scheduling

<http://www.kiernanculinaryacademy.com>

[Home](#)

[Institute for Professional Chefs](#)

[Recreational Cooking Classes](#)

[Contact Us](#)

Spring Course Schedule

Kitchen Techniques

Are you a home cook with little experience? **This beginner class** is for you! Hands-on training will help you improve your knife skills; master roasting, stir-frying, and grilling; and gain the confidence to create tasty meals at home.

April 2-6, 9:30 A.M.-3:30 P.M. \$600

NEW! Seafood with Barbara Nakamura

Dive into the wonderful world of seafood with legendary chef Barbara Nakamura. Learn seafood-specific techniques and flavor

A Taste of Asia

Spend a day exploring the cuisine of China, Japan, Korea, Thailand, and Vietnam. Our instructors will show you how to prepare authentic dishes and add Asian inspiration to your standards. **Intermediate to advanced students only.**

April 16, 9:30 A.M.-2:00 P.M. \$150

NEW! The Versatile Egg

Eggs aren't just for breakfast anymore! Eggs are important source of protein with significant health benefits. Incorporating

combinations that work well together. **All levels welcome**

April 9-10, 9:30 A.m.-3:30 P.M. \$350

ideas from around the world, this course will introduce diverse meals with eggs in a starring role.

Online only, available April 18. \$100

191. According to the e-mail, what is indicated about the academy's professional program?

(A)It recently moved to a new location.

(B)It will offer more online courses.

(C)Student enrollment has increased.

(D)It will soon develop its first marketing strategy.

192. In the e-mail, the word "suit" in paragraph 3, line 4, is closest in meaning to

(A)contact

(B)dress

(C)satisfy

(D)flatter

193. What is suggested about Ms. Yakoby?

(A)She is interested in becoming a professional chef.

(B)She has previously taken a class at the school.

(C)She won a drawing for a free recreational class.

(D)She lives more than 20 miles from the school.

194. What spring course would Ms. Yakoby most likely be interested in taking?

(A)Kitchen Techniques

(B)Seafood with Barbara Nakamura

(C)A Taste of Asia

(D)The Versatile Egg

195. What is NOT true about the spring class schedule?

(A)Classes are for experienced chefs only.

(B)Some classes will be longer than others.

(C)Some classes are being offered for the first time.

(D)A famous chef will be teaching a class.

Questions 196-200 refer to the following Web page, online form, and online review.

http://www.woodburyupholstery.com/buyers_guide

[Home](#)

[Buyer's Guide](#)

[Place Order](#)

[Project Tips](#)

Woodbury Upholstery Supply

Woodbury Upholstery Supply has a large stock of upholstery 襪墊 foam with a broad

range of characteristics and price points. This handy buyer's guide describing our four most popular products will help you choose the one that best meets your needs.

- Q15—Extra soft. Very comfortable, but will flatten and change shape a bit over time. Best for infrequent use.
- Q25—Soft. Cost-effective, but not as long-lasting as the firmer products. Will become even softer over time.
- Q35—**Medium firm**. Our bestseller. **Slightly costlier than the other options, but comfortable, durable, and holds up to years of heavy use.**
- Q45—Extra firm. Best for dining chairs and other seating that requires stiffer padding.

Warning: These polyurethane 聚氨酯 products will **burn if exposed to a flame of any kind.**

Special shapes: All foam comes in standard-sized sheets. However, cutting sheets to your own specifications is easy to master. Please view the how-to video on our "Project Tips" tab.

Customer Inquiry Form

Name: Alexa Telkes **E-mail:** a_telkes@bitweb.net **Phone:** 973-555-0183

Message:

I am restoring an old couch and need new foam to replace the cushions. I need help deciding which kind of foam to purchase. **I don't want the cushions to be too hard, but I don't want them to be too soft, either.** Something in the middle would be perfect. **Price is not a huge issue.** Since I plan to **use the couch a lot, the most important thing to me is that my cushions last as long as possible.** Could you please advise me on what to choose? Thank you!

"I'll be going to Woodbury from now on."

★★★★★

I recommend Woodbury Upholstery Supply to anyone looking for high-quality foam for couch cushions. As a novice seamstress, I was unsure what type of padding to use for my project. **Woodbury's staff was quick to assist me and very knowledgeable in addressing my questions.**

The couch I needed foam for was unusually shaped, but **the resources on their Web site guided me through the challenging parts of the project.** Just expect to do your own foam cutting, as Woodbury doesn't **accommodate** requests for custom-sized pieces. I only shop for this kind of product occasionally, but I'll be going to Woodbury from now on.

Alexa Telkes (Chatham)

196. On the Web page, what is indicated about Woodbury Upholstery Supply's products?

(A)They are of better quality than competing products.

(B)They are flammable.

(C)They are difficult to keep in stock.

(D)They are recommended for bed mattresses.

197. What foam type was likely recommended to Ms. Telkes?

(A)015

(B)025

(C)035

(D)Q45

198. What is probably true about Ms. Telkes?

(A)She owns a furniture store.

(B)She requested a foam sample.

(C)She will receive a discount on an order.

(D)She watched an online video.

199. According to the online review, what does Ms. Telkes like most about Woodbury Upholstery Supply?

(A)Its extensive product offerings

(B)Its quick delivery service

(C)Its excellent customer service

(D)Its competitive prices

200. In the online review, the word "accommodate" in paragraph 2, line 3, is closest in meaning to

(A)agree to

(B)make space for

(C)give a refund for

(D)provide lodging to