

READING TEST

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. Please **make a note** _____ your customer and receipt numbers in case you need to contact us about your order.
(A) for
(B) from
(C) of
(D) off
102. If the person you are trying to reach does not answer the telephone, please dial "0" to speak to the _____.
(A) operator 接線生
(B) operating
(C) operate
(D) operation
103. Because the boardroom is being painted, the meeting this afternoon will _____ in the conference room on the fourth floor.
(A) have held
(B) be holding
(C) hold
(D) be held (will be + Vpp)
104. The monthly rent includes all utilities, with the _____ of telephone and cable charges.
(A) excess 多餘
(B) exception 例外
(C) excuse 藉口
(D) exchange 交換
105. An outside auditor will visit the factory next week to determine whether or not _____ air-quality standards are being observed.
(A) accept
(B) accepting
(C) acceptance
(D) acceptable

106. Effective publicity helps a company **keep a high profile** 提高知名度 by reminding the public of _____ most successful or innovative products.
(A) they
(B) them
(C) its 指公司的(company's)
(D) it
107. Payment of monthly parking vouchers can be made **either** by personal check _____ by automatic withdrawal from a bank account.
(A) but
(B) and
(C) or (either ... or)
(D) if
108. Many problems with locks _____ by a simple repair or adjustment.
(A) solved
(B) could solve
(C) can solve
(D) can be solved (problems can be solved)
109. Seats will be assigned on a first-come, first-served basis, so it would be best to arrive no _____ than 11:00 A.M.
(A) later (no later than)不晚於
(B) latest (at the latest)最遲
(C) lateness
(D) late
110. Stewart Packaging Company plans to hire _____ workers because of the increased production quota this month.
(A) inclusive 包含的 (include-v)
(B) additional 額外的 (in addition 此外)
(C) multiplied 加倍的 (multiply-v)
(D) serviceable
111. The company's establishment of an on-site childcare center is intended _____ encourage new parents to return to work.
(A) with
(B) that
(C) for
(D) to (S is intended to + V)
112. By striving to be neat, well dressed, and cheerful, our representatives can make a good first _____ on out clients.
(A) impression 印象 (make an impression on)
(B) impressive
(C) impressed
(D) impress

113. All receipts for travel expenses should be _____ to Mr. Franconi for processing before the end of the month.
 (A) substituted 替代
 (B) subtracted 刪減
 (C) subjected 受制於
 (D) submitted 交出 (turn in, hand in)
114. Whichever of the five new editors seems the _____ experienced with layout will work with Mr. Abdellah on the special edition of the magazine.
 (A) highly
 (B) heavily
 (C) much
 (D) most
115. Because our direct marketing promotion for magazine subscriptions yielded 產生 such positive results last year, we plan to do it _____ this year.
 (A) again
 (B) ever
 (C) very
 (D) truly
116. A fine of \$200 will be imposed upon any drivers _____ park illegally downtown during the holiday parade.
 (A) which 修飾物
 (B) whose + 名詞
 (C) whom 代替受詞 + S + V (He is the man whom Mary loves.)
 (D) who + 動詞
117. _____ the new computers are arriving next week, no plans have been made to dispose of the old ones.
 (A) Despite + 名詞
 (B) When
 (C) Although
 (D) Whereby 藉以，
118. In Mr. Brothet's performance review, the department supervisor wrote that he worked extremely _____ and always finished his assignments on time.
 (A) diligently (work diligently 勤勉地)
 (B) diligence (n)
 (C) diligent (adj)
 (D) most diligent
119. The leadership conference will be held in Lanesville, which is about 50 miles from downtown Seattle and easily accessible _____ car or train.
 (A) in
 (B) by + 交通工具
 (C) on
 (D) at

120. _____ to the fitness center is free for all employees and their family members.
 (A) Preparation
 (B) Insertion 嵌入
 (C) Admission
 (D) Imposition 施行 (imposition of new taxes)
121. McLellan Associates, the _____ of the two law firms, is presently advertising several job openings for paralegals. 律師助理
 (A) largeness
 (B) larger (the + 比較級 + of the two 兩者中更...)
 (C) largely
 (D) large
122. Rising gas prices are cutting into our profits, so we _____ to look for alternative delivery methods.
 (A) must + V
 (B) should + V
 (C) need + to + V
 (D) could + V
123. Due to the _____ rainfall this spring, water levels in local lakes and rivers are much higher than normal.
 (A) accidental
 (B) abundant 充足的
 (C) common
 (D) occasional
124. The Eisenweg Foundation will soon _____ its funding of external scientific research into several new domains, including genetics and endangered languages.
 (A) exalt 讚揚，提拔
 (B) exclaim 呼喊
 (C) expel 驅逐
 (D) expand 擴張
125. The vice chancellor 副校長 confirmed that the individual points should be presented in _____ of relative 相對地 priority. 優先
 (A) order 順序
 (B) orderly
 (C) ordering
 (D) ordered
126. Working so many hours of overtime to meet the deadline has left the design staff feeling _____.
 (A) exhaust
 (B) exhausted 筋疲力竭
 (C) exhausting
 (D) exhaustive

127. Mr. Winthrop is a dynamic, determined, and articulate person who will succeed in sales _____ he has limited experience in this area of the business.
(A) already
(B) perhaps
(C) as far as
(D) even though
128. Running a successful art gallery takes more than just a love of art; it also requires a certain Business _____.
(A) skill
(B) creation
(C) progress
(D) admiration 敬佩(admire - v)
129. Manager Tony Lopez is in charge of unloading the merchandise _____ the supply trucks arrive at the supermarket.
(A) when (+ 句子)
(B) hardly
(C) just
(D) soon
130. Jorge was hired as an assistant manager five months ago, and _____ is now in line for a promotion.
(A) himself
(B) him
(C) his
(D) he
131. Formal business attire is required in the office, while more _____ dress is allowed in the workshop.
(A) actual 實際的
(B) casual 休閒的
(C) commercial 商業的
(D) official 官方的
132. Ever since Mr. Derrick joined the staff, Mr. Zapata and Ms. Coleman have _____ the marketing team for its excellent results.
(A) to be praised
(B) praise
(C) been praising 讚美 (have been + Ving)
(D) been praised
133. Kline Biochemicals is seeking to replace a team of lab technicians with one experienced researcher who is able to handle high-level research projects _____.
(A) absently 心不在焉
(B) inordinately 過分地
(C) independently 獨立
(D) elusively 難以理解的

134. _____ severe winter weather, affected bus routes may be either redirected or temporarily suspended until the roads are cleared.
(A) According to
(B) In the event of 由於
(C) Of the following
(D) Out of support for 支持
135. Employees should feel free to _____ the on-site physician as often as needed.
(A) consult 諮詢
(B) convert 轉變
(C) compare 比較
(D) convince 說服
136. Choosing _____ two very qualified candidates was not easy, but the board has asked Mr. Diego to be the international school's next director.
(A) between
(B) within
(C) about
(D) along
137. Mr. Lee takes his job _____ than his predecessor 前輩 did.
(A) serious
(B) seriously
(C) more seriously
(D) most seriously
138. The conference organizers were able to remedy 補救 the _____ logistical problems quite efficiently, and guests were impressed by the creative solutions they found.
(A) vary (v)
(B) various (adj)
(C) variety (a variety of) 各式各樣的
(D) variance
139. Mrs. Johnson handled the dispute 爭論 _____, by holding private discussions in her office.
(A) discreetly 謹慎地
(B) remotely 遙遠地
(C) excessively 過度地
(D) tightly 緊的
140. Mobile phones have become _____ prevalent 盛行 that telecommunications companies are establishing service in areas previously thought too remote. 偏遠
(A) only
(B) such
(C) so (so...that)
(D) still

PART 6

Directions: Read the texts that follow. A word or phrase is missing in some of the sentences.

For answer choices are given below each of the sentences. Select the best answer to complete the text. Then mark the letter (A) , (B) ,(C) , or(D) on your answer sheet.

Questions 141-143 refer to the following e-mail.

To: All head office personnel < allpersonnel@tronicaville.com >

From: Central security < security@tronicaville.com >

Subject: New construction

Please pass the following information on to _____ in you area who might need a reminder.

141. (A) ones

(B) others

(C) every

(D) them

In _____ for the factory expansion, the southeast section of parking lot C is now permanently closed.

142. (A) founding 創建

(B) preparation

(C) support

(D) provision 供應

This area will be completely fenced in, and excavation will begin shortly.

During the construction period, delays should be expected in entering and leaving parking lot C.

Watch for construction equipment and personnel working in the area. You must pay special attention to all _____ traffic signs. The locations of these signs will change as the workers move to different areas of the site.

143. (A) city

(B) sudden

(C) temporary 暫時的

(D) modern

If you have any questions, please contact Marty Spencer at extension 7845.

Questions 144-146 refer to the following article.

Wellness in the Workplace

_____ health care costs remain an issue of great concern for many employers. "People are working more hours, and at the same _____ 144. (A) Increasing (Ving 動名詞當主詞 + V+ SC...)

(B) Duplicate 複製

(C) Advancing 提升

(D) Reciprocal 互惠的

time, medical costs are rising, so it makes sense to promote wellness, " says Morris Hsiu, health services coordinator 協調人 for Greenview Marketing in Kelowna, British Columbia. " It costs less to build and staff a gym than it does to pay for health care, train new staff, or hire temporary staff to take over when someone becomes ill _____ stress or overwork."

145. (A) due to 由於

(B) of

(C) since

(D) more than

At Greenview, as at other companies, employees who use the gym are more relaxed and productive and spend fewer days away from work due to illness, thus saving the company money.

Hsiu recommends that companies start with small steps to _____ encourage good health. Some suggestions from Hsiu include

146. (A) acting

(B) activity

(C) actively (adv + V)

(D) active

bringing in instructors to provide classes in stretching or aerobics, and hiring nutrition consultants for diet information.

Questions 147-149 refer to the following e-mail.

To: employees@marquandmedia.com

From: hr@marquandmedia.com

Subject: Workplace Tech Awards

The Awards Committee is seeking nominations 提名 for the second annual Workplace Technology Awards. These awards recognize employees whose innovative use of technology has improved the productivity of their department. Each winner will receive a certificate and \$1,000.

Employees can be nominated by coworkers, supervisors, or administrators, _____ only full-time employees are eligible.

147. (A) also

(B) until

(C) instead

(D) although

Nominations should include the name and department of the nominee, a list of technical skills, and _____ of the innovative application of technology in the workplace.

148. (A) evident 明顯的

(B) evidently

(C) evidence

(D) evidential 作為證據的

Please send nominations to Dave Salazar at Box 354224 by April 15. The Awards Committee, (which consists of board members, shareholders, and department leaders,) _____ all nominations.

149. (A) reviewed

(B) has reviewed

(C) will be reviewed

(D) will review

Questions 150-152 refer to the following article.

Young Designer Showcase

Trends Unlimited is promoting 推廣 its Young Designer Showcase to meet the needs of the changing fashion market. The fashion industry in India is witnessing a revolution.革命 Currently, the fashion shows and garment fairs are _____ by a few top designers and a handful 少數 of brands.

150. (A) dominated 主宰
(B) avoided
(C) invited
(D) displayed

However, a new crop of 一批 designers is _____ to challenge the established and conventional 傳統 industry leaders.

151. (A) eagerly
(B) eager (is eager to)
(C) eagerness
(D) more eager

Young Designer Showcase will provide a place for these young creative designers to _____ their talents. The products on display will range from high-fashion dresses to jewelry

152. (A) attract
(B) exhibit
(C) perform
(D) deliver

and accessories. The event will attract fashion-conscious consumers as well as bulk-buying agents of international labels looking for original concepts.

Part 7

Directions: In this part you will read a selection of texts, such as magazine and newspaper articles, letters, and advertisements. Each text 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 153-154 refer to the following advertisement.

Valentino's Corner

895 Havana Circle
Toronto, Canada
Telephone: 905-555-7683

Serving the Greater Toronto area since 1970!

- Italian & North American dishes
- Vegetarian food
- Children's menu
- Delicious ice cream desserts
- Service provided by an experienced and courteous staff
- Delivery & take-out service

Hours: 8:00 A.M. – 10:00 P.M. Sunday – Thursday
10:00 A.M. – 12:00 A.M. Friday & Saturday

Learn more about our menu on the Web at www.valentinoscorner.ca

153. What kind of business is Valentino's corner?

- (A) A restaurant
(B) A bakery
(C) A pottery shop
(D) A courier service

154. What information does NOT appear in the advertisement?

- (A) The types of offerings available to the establishment's customers
(B) The hours during which the establishment is open
(C) How much items cost at the establishment 機構
(D) How long the establishment has been in business

Questions 155-157 refer to the following calendar.

July Community Calendar

July 10: Reiman Gardens Art Fair

Reiman Gardens, 10 A.M. to 4 P.M.

The work of over 50 sculptors and designers of garden statues will be on display and for sale to the public. Children's activities are available all day with musical entertainment provided by pianists Donna and David Wilder at 3:00. Free

July 14: Ames Municipal Band Concert

Ames Park, 7:30 P.M.

The Ames Municipal 市立 Band will begin their final month of performances this Thursday. Preconcert entertainment (comedy) begins at 7 P.M. Free

July 30: Rick Macon

Stephens Auditorium, 8 P.M.

Singer Rick Macon is coming to the Stephens Auditorium. Macon has sold more than 18 million records worldwide with such hits as "Twilight Song" and "Strangers Forever." Advance tickets will be on sale at Ames Library and Goodall Grocery.

Through August 4: Kite Tales Exhibit

Pioneer Library, 10 A.M. to 5 P.M.

"Colorful Kite Tales" is a documentary Poster display that provides basic information about how kites work as well as fun historical facts. Free

155. What time does the entertainment at Ames Park begin?

- (A) At 3:00 P.M.
(B) At 4:00 P.M.
(C) At 7:00 P.M.
(D) At 7:30 P.M.

156. Where are posters being exhibited?

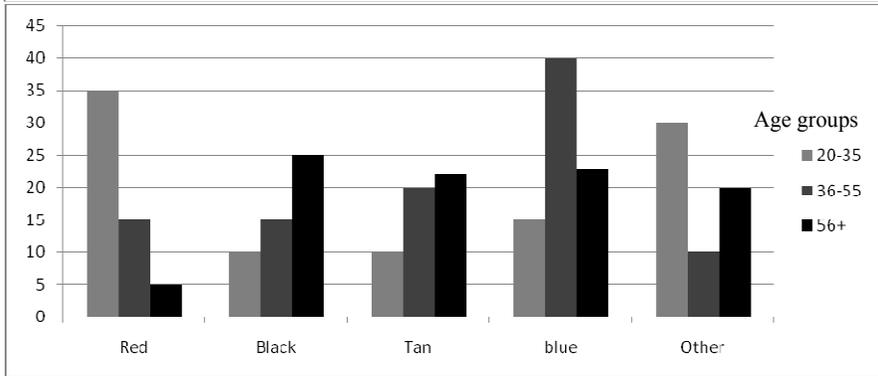
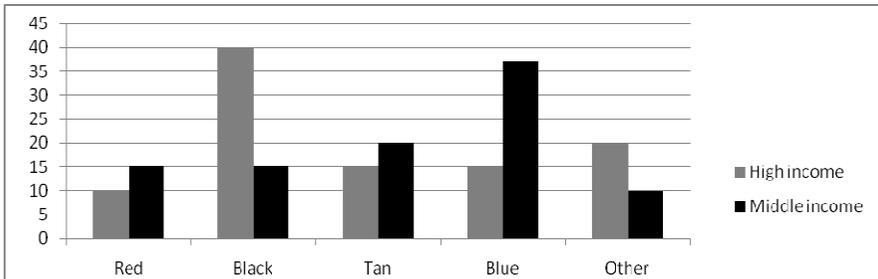
- (A) Pioneer Library
- (B) Ames Park
- (C) Reiman Gardens
- (D) Stephens Auditorium

157. Which event is NOT free?

- (A) The art fair
- (B) The municipal band concert
- (C) The Rick Macon concert
- (D) The kite exhibit

Questions 158-162 refer to the following survey results.

COLOR PREFERENCES AMONG FUTURE CAR BUYERS



Color preference survey conducted in twelve countries in South America and Asia. Not funded by any government.

Source: *International Marketing Trends* magazine, reporting on a survey by market research firm **Transigo, Ltd.** That queried customers on likely colors of future car purchases. Survey conducted among individuals **who were planning to purchase a sedan** in the next 12 months. Survey respondents **were shown photographs** of both European and Asian car models.

158. Who conducted the survey?

- (A) A car manufacturer
- (B) *International Marketing Trends* magazine
- (C) A government agency
- (D) **Transigo, Ltd.**

159. What is indicated about black cars?

- (A) **Affluent individuals strongly preferred black cars. (affluent 富裕的 = high income)**
- (B) Black is equally favored by all age groups.
- (C) Men and women bought black cars in equal numbers last year.
- (D) Black cars are more popular in South America than in Asia.

160. Based on the survey results, what color car should be used in an advertisement aimed at young adults?

- (A) Black
- (B) **Red**
- (C) Tan
- (D) Blue

161. What was shown to survey participants?

- (A) Charts of color preference
- (B) Drawings of car prototypes
- (C) **Pictures of automobiles**
- (D) Magazine advertisements

162. What group of people were included in the survey?

- (A) **Potential 潜在 car buyers**
- (B) Market researchers
- (C) Factory employees
- (D) Car dealers

Questions 163-165 refer to the following form.



**Frank's Auto Repair
112 Central Avenue**

Customer Feedback Form

Your opinions are important to us. We will use the information collected in this survey to help improve our service. Please tell us how important each of the following factors is to you when you choose a business for automotive repair. Circle a number from 1-6.

	Not important			Very important		
Price	1	2	3	4	5	6
Convenient Location	1	2	3	4	5	6
Experienced mechanics	1	2	3	4	5	6
Courteous Office Staff	1	2	3	4	5	6

Did our staff:

Clearly explain the work your vehicle needed?	No <u>X</u>	Yes _____
Treat you politely and with respect?	No _____	Yes <u>X</u>
Accurately estimate the amount of time the work would take?	No _____	Yes <u>X</u>
Tell you the cost before repairing your vehicle?	No _____	Yes <u>X</u>

Comments

I'm not sure I understand what was wrong with the car, but the mechanics were able to fix it quickly and easily. The price was reasonable, too. But it would be helpful next time if I could get more information about the repair.

163. What does the customer consider unimportant when choosing a repair service?

- (A) The location of the company
- (B) The respect shown by the employees
- (C) The experience of the company's mechanics
- (D) The price of the company's services

164. What which aspect of the service was the customer NOT satisfied?

- (A) The cost of the necessary parts
- (B) The amount of information given about the repair work
- (C) The amount of time needed to make the repairs
- (D) The politeness of the employees

165. What is suggested about the customer?

- (A) The customer has been to the repair service more than once.
- (B) The customer will not do business with Frank's Auto Repair again.
- (C) The customer was satisfied with the repair costs.
- (D) The customer knew what the problem was with the car.

Questions 166-169 refer to the following memo.

MEMORANDUM

DATE: January 28
TO: Building M Community
FROM: Janis Ting, Director of the Office Space Committee
SUBJECT: Jay Voon Auditorium Renovation

We wanted to alert you to the fact that the renovation of the Jay Voon Auditorium, the first phase of a two-phase project, will begin in mid-February. The **second phase, reconstruction of the first-floor offices** adjacent to the auditorium, could begin as early as August, with an **intended completion date of late November.**

A project of this scope, in such a central location, will necessarily **cause a certain degree of disruption** to our community, and every effort will be made to minimize this disruption. Plans have already been made to provide alternative venues during renovation; for those of you who anticipate **預期** needing to schedule events for these alternative venues, **inform Lidia Ibrahim** (x3372, librahim@m.galleries.com) as soon as possible.

Should these timelines change in any way as this work progresses, we will keep the community informed.

We greatly appreciate your patience as we continue to enhance our facilities.

166. Why was the memo written?

- (A) To announce alternative venues
- (B) To warn about possible disruptions 中斷
- (C) To revise the schedule for a project
- (D) To inform employees about new staff

167. What does the second phase of the renovation involve?

- (A) Adding another floor
- (B) Reconstructing 重建 office space
- (C) Centralizing event facilities
- (D) Upgrading an adjacent building

168. When is the project expected to be completed?

- (A) In January
- (B) In February
- (C) In August
- (D) In November

169. What should people who want to reserve a large space do?

- (A) E-mail Janis Ting
- (B) Contact Lidia Ibrahim
- (C) Complete the new forms
- (D) Fill out an online application

Questions 170-173 refer to the following notice.

ANNOUNCING..

A Talk by Ami Wibowo,

Chief Curator 館長 of Mustika Museum

Date & Time: February 2, 10:00 AM—12 noon

Location: Mustika Museum, Conference Room J1
Kramat Raya 81, Jakarta

Bio: Ami Wibowo has been the chief curator of the Mustika Museum, the oldest museum of Indonesian art and artifacts, since 1987. She holds a Master of Arts degree from Surabaya University and has been promoting the country's culture and heritage 遺產 since 1971. She is cochair 共同主席 of the National Heritage Commission and currently serves as the chair of the ASEAN Culture foundation. She also started the annual Pan-Indonesian Art Conference in Jakarta.

Under her leadership, Mustika Museum has developed several award-winning services, ranging from the "Museums as Classrooms" program to international exhibits such as "Masks of the Java Seas" and "A Transcultural Mosaic," showcasing 展示 artifacts from the permanent collection. Her most recent exhibit is "Hornbills 犀鳥 and Dragons," which is receiving overwhelmingly 壓倒性地 positive reviews in New York.

Ms. Wibowo is frequently featured in art journals and on radio and television talk shows. Among her many publications is the international best seller, *Postcards from the Far East*.

For more information, please call the Ministry of Culture at 555-3003 and speak to Benny Sutrisno.

170. What is the purpose of the notice? 標題讀完可以回答兩個問題

- (A) To advertise an event
- (B) To announce a new exhibit
- (C) To publicize a new museum
- (D) To remind participants about a trip

171. Which of the following is NOT an international exhibition?

- (A) Hornbills and Dragons
- (B) Masks of the Java Seas
- (C) A Transcultural Mosaic
- (D) Museums as Classrooms

172. Where will Ami Wibowo be speaking?

- (A) At Mustika Museum
- (B) At the Pan-Indonesian Art Conference
- (C) At Surabaya University
- (D) At the Ministry of Culture

173. What is one of Ami Wibowo's achievements?

- (A) She is the founder of Mustika Museum.
- (B) She wrote *Postcards from the Far East*.
- (C) She is a professor at Surabaya University.
- (D) She started a broadcasting company.

Questions 174-175 refer to the following memo.

Memo

To: All employees

From: Marsha Gray, Business Manager

Date: October 5

Subject: copy machines

A copying machine has been placed next to the staff lounge. You may use it to copy tour brochures, ticket information, customer itineraries, and reservation confirmations. You can find extra paper in the supply room. Do not allow customers to use this machine. If you have to make more than 25 photocopies, please use the high-speed copier located on the second floor. In any case, you should make your own copies and not ask the administrative assistants to do it. Should a copy machine require repair or maintenance, please contact Trish Leslie in the accounting office (5558-1664, extension 470) and she will notify the manufacturer.

174. What kind of company does Marsha Gray most likely work for?

- (A) A computer company
- (B) A copy machine manufacturer
- (C) An accounting firm
- (D) A travel agency (You can copy tour brochure, ticket information, itineraries...)

175. Who should employees notify if one of the copiers needs service?

- (A) The copier manufacturer
- (B) An administrative assistant
- (C) Trish Leslie
- (D) Marsha Gray

Questions 176-177 refer to the following e-mail message.

From:	National Parks Visitors Bureau
To:	ECSmith@eastcoast.net
Subject:	Correction to Newsletter 業務通訊
Date:	Aug 5, 5:44A.M.

A correction has been made to the August issue of our National Parks Newsletter. The North Mountain Views Rails to Trails package-combining two nights at the High Point Lodge, a half-day guided tour, one night at the Trail's End Inn, and two tickets on the Scenic Shores Railroad-was listed incorrectly in the newsletter as \$295. **The actual price per person for this package is \$529 plus tax and is based on double occupancy.** 佔據

In addition, please note that the Lake Zephyr Sports and Culture offer is **valid only at the Hidden Cove Resort Hotel. Prices are for two adults**, and the package includes breakfast and dinner for three days. Each additional adult will pay \$222; **for an additional child, the extra cost is \$202.** We apologize for any inconvenience.

The National Parks Visitors Bureau

176. What error was included in the August newsletter?

- (A) Trip dates were inaccurate.
- (B) A tourist area was incorrectly described.
- (C) A quoted price was wrong.**
- (D) The name of a hotel was misspelled.

177. What limit is placed on the Lake Zephyr offer?

- (A) It is available only in August.
- (B) It applies to only one hotel.**
- (C) Children are not allowed on the trip. (children can come, but pay extra)
- (D) Meals are not included in the price. (included)

Questions 178-180 refer to the following letter.

<p>Association of Financial Consultants 121 Hibiscus Ct. Boca Raton, FL 33429 Telephone: 1-561-555-8286 Fax: 1-561-555-8287 www.afincon.com</p> <p>Suzette Bowman 1492 Oak Drive Silver Spring, MD 20902</p> <p>January 15</p> <p>Dear Ms. Bowman:</p> <p>You recently received an informational packet concerning the upcoming Association of Financial Consultants conference. I need to clarify the charges for existing members. The cover letter that I enclosed with your conference booklet should have included the sentence, "If you are not an AFC member, please submit \$35 for your membership." As you have already paid this year's membership dues, you do not need to send the \$35 listed on the conference registration form. Please forgive the mistake. When you return your registration form, please write "already a current member" on it. However, you will still need to enclose the \$50 conference fee and \$275 for your room and banquet meal no later than February 10.</p> <p>If you have any other questions, please feel free to contact me. The best way is to e-mail me at jeffhorne@afincon.com, but if necessary, you may also leave me a message at 1-561-555-8286, extension 432, and I will get back to you as quickly as possible.</p> <p>Sincerely, <i>Jeff Horne</i> Jeff Horne Membership Coordinator</p>

178. What is the main purpose of the letter?

- (A) To ask for a payment
- (B) To explain an error**
- (C) To discuss a conference
- (D) To answer a question

179. How much does it cost to belong to the AFC?

- (A) \$10
- (B) \$35**
- (C) \$50
- (D) \$75

180. How does Mr. Horne prefer to be contacted?

- (A) By phone
- (B) By fax
- (C) By mail
- (D) By e-mail**

Questions 181-185 refer to the following letter and newspaper article.

Cape Town, July 15

Dear Mr. Wyman,

We are happy to inform you that Neorela Electronics has been named a finalist 決選名單 in this year's commerce & Technology Review 評鑑 Awards. Neorela Electronics, whose entry you submitted on June 20, was selected from among 1,500 contestants.

You are invited to attend the awards ceremony on **August 15** at the Kenstovich Hotel in Cape Town. Please note that for accommodation and scheduling purposes, **we need a response to this invitation by August 1 indicating whether or not you will attend the ceremony.**

I look forward to hearing from you. Best regards,

Jill Hanover

Jill Hanover

Two Kimberley-based companies have been awarded this year's Commerce & Technology Review Awards. Neorela Electronics and **Alfane Systems** won in the Best Innovation and the **Best Technology categories**, respectively. Winners in fifteen categories, including Best Debut and Best Employer, were announced last Sunday during the annual awards ceremony known as the Comtech Gala at the Kenstovich Hotel in Cape Town. The Commerce & Technology Review Awards is a national business awards program honoring excellence in the workplace and in business activities.

Neorela Electronics and Alfane Systems specialize in the production of high-tech household equipment. **The former is known for its quality air-conditioning systems**, and the latter focuses on new solutions in antitheft alarm equipment. Other companies honored at the gala include renowned producer of kitchen appliances Dessem, and Repicomp, a leader in computer software. This year's awards for Neorela and Alfane mark a change in this and other similar events, whose **judges had not nominated small businesses before.**

181. What is Mr. Wyman asked to do?

- (A) Distribute a schedule within his company
- (B) Confirm his participation in an event**
- (C) Submit an entry for consideration
- (D) Pay for his accommodation

182. When was the Comtech Gala held?

- (A) On June 20
- (B) On July 15
- (C) On August 1
- (D) On August 15**

183. Which award did Alfane Systems receive?

- (A) Best Innovation
- (B) Best Employer
- (C) Best Technology**
- (D) Best Debut

184. What does Neorela Electronics produce?

- (A) Air-conditioning**
- (B) House alarm equipment
- (C) Personal computers
- (D) Kitchen appliances

185. What can be inferred about the awards in previous years?

- (A) Fewer awards were presented.
- (B) They were given only to large companies.**
- (C) The results were not made public.
- (D) Winners were selected by renowned judges.

Questions 186-190 refer to the following letter.

Jessica Lawrence
Personnel Manager

System Tech, Inc · 97 Bishopsgate · London, United Kingdom EC2M 3BH

Richard Symington
Mainframe Resolutions
1185 Victoria Rd.
Sydney, Australia NSW 2114
September 10

Dear Mr. Symington,

We recently interviewed Terrence Willis for the position of computer systems programmer. In his resume he states that he was previously employed at Mainframe Resolutions for a total of two years, and he lists your name as a business reference.

Since it is our policy to verify all references, I am writing to request your **appraisal** of Mr. Willis' skills and qualifications, confirmation of the dates of his employment, and the reason he left your employ. The individual we hire as systems programmer must have **at least two years of on-the-job experience in writing programs to maintain and control computer systems software**, so we are particularly interested in learning what portion of the two years Mr. Willis spent at Mainframe Resolutions was devoted exclusively to systems programming.

Thank you in advance for your cooperation.

Very truly yours,

Jessica Lawrence
Jessica Lawrence

Steven Preston, Administrator
Mainframe Resolutions
1185 Victoria Rd.
Sydney, Australia NSW 2114

Jessica Lawrence
System Tech, Inc.
97 Bishopsgate
London, United Kingdom EC2M 3BH
September 21

Dear Ms. Lawrence,

Your request was given to me by Mr. Symington who has no access to our records of past employees.

My division, human resources, handles the records containing the information you require.

Terrence Willis began working for Mainframe Resolutions as an apprentice in the programming department and after nine months was accepted into our systems programming **training course, an intensive eight-month program**. After successful completion of the course, **Terrence worked as a qualified systems programmer for four months** before returning to his permanent home in London.

In the opinion of his superiors, Terrence was a dependable team player, whose good judgment and mature outlook resulted in a logical and reliable approach to his endeavors 努力. I hope you find this information helpful.

Sincerely,

Steven Preston
Steven Preston

186. Why did Ms. Lawrence write to Mr. Symington?

- (A) To apply for a position
- (B) To confirm a reference
- (C) To announce a job opening
- (D) To order computer

187. In the first letter, the word "appraisal" in paragraph 2, line 1, is closest in meaning to

- (A) scrutiny 詳細検査
- (B) revision 修改
- (C) measurement
- (D) evaluation

188. In what department does Steven Preston work?

- (A) Human resources
- (B) Accounting
- (C) Advertising
- (D) Systems programming

189. For how long did Mr. Willis participate in the Mainframe Resolutions training course?

- (A) Four months
- (B) Six months
- (C) Eight months
- (D) Nine months

190. What will most likely prevent Mr. Willis from being offered the job with System Tech. Inc?

- (A) His permanent home is in London.
- (B) Mainframe Resolutions has no record of his employment.
- (C) He was fired from his previous position.
- (D) He has insufficient experience in systems programming. (only 4 months)

Questions 191-195 refer to the following letter .

Note: This is an abridged 縮短 version of a survey report commissioned by Hesky Foods Company on June 15

The purpose of this survey was to find out the reasons behind the purchasing decisions concerning four selected Hesky products. The study was conducted on July 2 in twelve supermarkets from the Fontes, Buy Way, KTS, and MaxiDome chains. This report summarizes the results obtained during the initial survey; the study will be repeated on August 2 (results analysis due August 4)

The appended table shows the percentages of purchase reasons given by customers who had just purchased the products in question. For example, 42% of those who bought Portalegre iced coffee did so for reasons of quality.

Results and Suggestions

Generally, the results show that Hesky Foods products are recognized for their quality, as attested by ratings consistently above 40%. Only one product (the fruit juice) scored 10% in this respect 在這部份, but as a newly launched item, its reputation among customers is not yet established.

Only 3% of subjects 受調者 indicated the TV commercial as a reason for buying Icy Waterfalls mineral water; this figure is reasonable for a product whose TV commercial was last aired 播送 more than five months ago.

However, it must be stressed that this figure is based only on Fontes, Buy Way, and MaxiDome customers because KTS is not currently carrying this brand.

Although 20% were satisfied with the price of Alpinissimo at the supermarkets and 46% considered the quality to be very high, many other customers felt they were being overcharged. It seems sales of this product will not improve much unless the price is lowered, which would be preferable to designing new advertising.

REASONS GIVEN FOR THE PURCHASE BY PERCENTAGE OF CUSTOMERS SURVEYED				
	Lemonique (fruit juice)	Icy Waterfalls (mineral water)	Portalegre (iced coffee)	Alpinissimo (milk shake)
TV commercial	48%	3%	32%	29%
Quality	10%	45%	42%	46%
Price	32%	46%	20%	20%
Other	10%	6%	6%	5%

191. When was the initial survey carried out?

- (A) June 15
- (B) July 2
- (C) August 2
- (D) August 4

192. Which product has been recently introduced on the market?

- (A) Lemonique
- (B) Icy Waterfalls
- (C) Portalegre

(D) Alpinissimo

193. In which supermarket chain is Icy Waterfalls mineral water NOT available?

- (A) Fontes
- (B) BuyWay
- (C) KTS
- (D) MaxiDome

194. What does the report suggest about Icy waterfalls mineral water?

- (A) Its price is regarded as too high.
- (B) It was never widely marketed.
- (C) It has not been advertised on TV recently.
- (D) Its sales have not been studied.

195. What does the author of the report recommend for the Alpinissimo milk shake product?

- (A) Reducing its price
- (B) Improving its quality
- (C) Selling it at more supermarkets
- (D) Investing more in its advertising

Questions 196-200 refer to the following advertisement and e-mail.

SAJOB

South Asian Journal of Business

Internship Opportunity Announcement With The South Asian Journal of Business

The South Asian Journal of Business (SAJOB) is inviting applications for its internship program in Islamabad, Pakistan. The program, which this year will run from September 15 through December 15, will offer internships in the following area: writing, editing, visual arts, and photography.

Writers are responsible for researching and developing reports and articles on business issues affecting South Asia, while editors proofread the written material and check the accuracy of the facts presented. In addition to designing advertisements, visual artists prepare digital files for online publication and assist in updating the journal's Web site. Photographers conduct photo research and produce high-quality photos for publication to enhance the articles of the journal.

Students in business journalism are preferred, but we will consider students who are specializing in either journalism or business. **Candidates will be those students entering or completing their last year of study. Knowledge of computer software programs relevant to the internship areas indicated is an absolute necessity.**

To apply, please send **a cover letter, a copy of your résumé, and of your work** to Haroon Raja, head of the Office of Recruitment. Applications can also be filed electronically by sending an e-mail to haroon.raja@sajob.com.pk.

The deadline for applications is July 1.

To:	haroon.raja@sajob.com.pk
From:	sdesai@hreenshades.com.in
Date:	May 22
Re:	Internship opportunity

Dear Mr. Raja,

My name is Sujata Desai and this e-mail is in regard to SAJOB's internship program that was advertised in the April 30 edition of CUB FACTS, the student paper of the City University of Bangalore (CUB). I am hereby applying for **the position of visual artist**.

I am about to graduate from CUB with a degree in business and a secondary specialization in visual arts. As my résumé makes evident, I have worked as a part-time visual artist for a variety of midsize companies in India. In addition, I have some experience as a technical writer. As for my work sample, I refer you to my Web site, www.desaiarts.com, where you will find a selection of my creations. For your convenience, I have also attached a list of references.

I believe the skills and experiences I have to offer might be quite useful for SAJOB.

If you wish to contact me, I can be reached by phone at 91-80-555-8921 or at the e-mail address above.

Thank you for your interest.
Sujata.

196. According to the advertisement, what is one of the job requirement?

- (A) Proficiency in computer
- (B) Professional experience in journalism
- (C) A degree in business management
- (D) A willingness to travel abroad

197. What is the applicant NOT required to submit?

- (A) A résumé

- (B) A photograph
- (C) A letter of application
- (D) A work sample

198. What intern position is Ms. Desai interested in?

- (A) Editor
- (B) Researcher
- (C) Reporter
- (D) Visual artist

199. What quality makes Ms. Desai a suitable candidate for the internship program?

- (A) Her expertise in creating computer software
- (B) Her experience in technical writing
- (C) Her status as a graduating business student
- (D) Her work with midsize companies in India

200. In the advertisement, the word "absolute" in paragraph 3, line 4, is closest in meaning to

- (A) perfect
- (B) definite
- (C) demanding
- (D) unlimited