

TEST 1

Complete the form below.

Write **NO MORE THAN TWO WORDS** for each answer.

PRIME RECRUITMENT

Employee record

Example

Answer

Surname

.....Riley.....

Email

1 @worldnet.com

Nationality

2

**Reference
(professional)**

Name: John Keen

Job: manager of 3

**Reference
(personal)**

Name: Eileen Dorsini

Job: 4

**Special
qualifications**

current 5 certificate

certificate of competence in 6

ANSWER KEY

Questions 1–6

- 1 **edwinari / Edwinari / EDWINARI** (Remember not to confuse the pronunciation of the letters *e* and *i* or *a* and *r*!)
- 2 **New Zealander**
Distraction Clive makes a mistake when he asks ‘And you’re from Australia?’ but Edwina corrects him, saying, ‘I’m a New Zealander’. Clive mentions other countries when he apologises, ‘Oh, I’m sorry. I bet it’s really irritating being told you’re an Australian. Like Canadians being asked what part of the States they’re from’.
- 3 **play centre** (You need the name of a business or institution.)
Distraction The play centre was in Wellington, but ‘of’ after the word ‘manager’ tells you that you need the name of a business or institution, not a place.
- 4 **(a) professor** (You need the name of a job.)
Distraction Edwina describes her as a friend of her mother’s and also as a former neighbour, but neither of these is her job; the place where she works (Institute of Education) is also incorrect for the same reason.
- 5 **first aid**: Edwina describes her first aid certificate as ‘up-to-date’, which matches ‘current’ on the form.
Distraction She also mentions her driving licence, but says it’s not ‘special’.
- 6 **sailing**
Distraction Clive says to Edwina ‘you’re a yachtswoman’ but this is a person, not a qualification.

TEST 2

Complete the notes below.

Write **NO MORE THAN TWO WORDS AND/OR A NUMBER** for each answer.

Midbury Drama Club	
Background	
<i>Example</i>	<i>Answer</i>
• club started in	1957
• prize recently won by 1 section
• usually performs 2 plays
Meetings	
• next auditions will be on Tuesday, 3
• help is needed with 4 and
• rehearsals take place in the 5 hall
• nearest car park for rehearsals is in Ashburton Road opposite	the 6
Costs	
• annual membership fee is 7 £
• extra payment for 8
Contact	
• secretary's name is Sarah 9
• secretary's phone number is 10

ANSWER KEY

Questions 1–10

1 youth

2 comedy

Distraction The woman has appeared in musicals but the drama club hasn't tried doing one yet. She also mentions 'a historical play' but the man doesn't mention the club performing these.

3 12th March / March 12th / 12 March / March 12

Distraction There are auditions on two dates in March but the next ones are on the 12th.

4 publicity / design / lights (in any order) [We're very short of people / we haven't got enough people = help is needed.]

5 community

Distraction Performances take place in The Manor Theatre.

6 sports centre [on the other side of the road = opposite]

Distraction The car park is just before the hotel but not opposite it.

7 180

Distraction It costs £15 per month.

8 costumes / costume hire

Distraction Photocopying and posters are included.

9 Sawdicott

10 07955 240063

TEST 3

Complete the form below.

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

MEGEQUIP CUSTOMER DETAILS	
<i>Example</i>	<i>Answer</i>
Order from	<u>winter</u> catalogue
Name	1 Greening
Address	2 York Terrace
Delivery address	5, York 3
Payment method	4 in advance
Reason for discount	address within the 5

ANSWER KEY

Questions 1–10

1 Oskar

2 52C

Distraction 5: This is his neighbour's address, for delivery

3 Avenue

4 cash

Distraction 'will you be paying by debit card or credit card? ...
Well, er, I don't have any cards yet. I'll have some shortly ...'

5 city

TEST 4

Complete the notes below.

Write **NO MORE THAN TWO WORDS AND/OR A NUMBER** for each answer.

Costwise Car Hire

Example	Answer
Number of offices in Sydney:3.....

Booking reference number: 1

Office just by 2 terminal.

Opening hours: 3 to

After-hours charge: 4 \$

Cheapest model of car available: 5

Information needed when booking: 6 number

Length of hire period: 7

Reduce cost by driving under 8 km per week.

Insurance does not cover: 9

After hours put keys in box near the office on the 10

ANSWER KEY

Questions 1–10

1 743002

Distraction 1800 705 639 is the car hire phone number.

2 international

Distraction He is arriving at the domestic terminal.

3 (0)6.45 (a.m.) / 6.15 (p.m.) / 18.15

Distraction 'ten past six' is when his plane lands.

4 thirty / 30

Distraction \$50 is the amount saved; \$60 is the daily hire cost.

5 Echo

6 credit card

Distraction He has to show his driving licence when he collects the car.

7 seven / 7 days / one / 1 week / a week

Distraction He says he'll only use the car on some of the days, but he'll keep it for the whole week.

8 1,000 / a / one / 1 thousand

9 (his/the) luggage

10 pavement

TEST 5

Complete the notes below.

Write **NO MORE THAN ONE WORD** for each answer.

New Apartment	
Example	Answer
Landlady's Name:	Mary Jones
General	
<ul style="list-style-type: none">• partly furnished• no 1 are allowed	
Kitchen	
<ul style="list-style-type: none">• nice and big• there is a new 2	
Lounge	
<ul style="list-style-type: none">• some 3 will be built soon	
Bedroom	
<ul style="list-style-type: none">• good clothes storage• need to bring a 4	
Bathroom	
<ul style="list-style-type: none">• only a shower• the water is heated by 5	



Questions 6–10

12

Complete the form below.

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

Tenancy Form

Tenant details

- Full name: Andrew 6
- Best contact: 7 andrew171@com
- Driver's licence: 8

Tenancy details

- Moving-in date: 9
- Rent per week: \$315
- Bond paid: 10 \$

Nabze Zaban

ANSWER KEY

1. Pets

2. **Fridge** Mary has 'just replaced' the fridge and it has 'never been used', so it must be 'new'.

Distraction The dishwasher is old but still reliable, so it cannot be the 'new' item.

- 3 **shelves** Mary says she has arranged for a builder to come in and 'put up' a set of shelves; put up = make or build in this context.

Distraction Andrew says he will bring a rug for the floor, but a rug isn't 'built'.

- 4 **lamp** Andrew asks if he would need to provide his own lamp and Mary replies that he would.

Distraction Andrew comments that there is a wardrobe and a chest of drawers, so he would not need to 'bring' either of those himself.

- 5 **gas** Andrew asks if the water is heated by gas and Mary replies that it is.

Distraction Electricity is mentioned, but Mary says it is too expensive.

Questions 6-10

6 **Connaught**

7 **interglobe**

8 **E 738 2991 TP**

9 **7/7th April**

Distraction Mary mentions that a builder is coming on 4 April.

10 **450**

TEST 6



Questions 1–10

18

Complete the notes below.

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

Short Film Competition

Rules

- The film must be

Example answer

no more than **20** minutes long.

submitted before Wednesday, **1**

- Don't use any **2** with experience.
- For the film, it's necessary to include a child or **3** this year.
- get permission for any **4** used.
- check that English **5** contain no mistakes

Advice

- Focus on the **6** before doing anything else.
- Stick to a few characters and locations.
- Avoid making a **7** because not all the judges will like it.

Last year's competition

- The winner was Greg **8**
- The title of Greg's film was **9**

Prizes

- Winners receive between \$500 and \$2000.
- The best films are shown in the **10** Theatre.

Answer key

LISTENING PART 1

Questions 1–10

- 1 **15th May / May 15th** The woman explains that the film must be sent in by Wednesday, May 15th. She also refers to this date as the deadline.
Distraction The man mentions June 30th, but the woman explains this is not the submission date but the date when the judges decide on the winner.
- 2 **actors** The woman explains that professional actors can't take part in the film; they all need to be 'new to acting'.
Distraction 'people' might be tempting, but it is only actors that need to be inexperienced. People working in audio production etc. are allowed to participate.
- 3 **animal** The woman explains that the man has a choice of using either a child or an animal as one of his characters.
Distraction 'glasses' is wrong as this was something the filmmakers had to use in last year's competition.
- 4 **music** The woman says that permission is required for any music the man wants to use.
Distraction 'band' might be tempting, but there is no suggestion that the man needs to get permission for this since he is asking a local band he hopes will help him.
- 5 **subtitles** The woman explains that if the film is in a language other than English then accurate subtitles are necessary.
Distraction 'language' might be tempting but it does not fit grammatically in the space.
- 6 **script** The woman suggests that this is what filmmakers must consider [= focus on] first.
- 7 **comedy** The man makes the point that not everyone finds the same thing funny, and thinks he probably shouldn't make a comedy as a film. The woman agrees: 'Yes, stay away from [= avoid] that kind of film.'
Distraction 'Documentary' is wrong because the man thinks making this kind of film would be a good idea.
- 8 **Hyslop**
- 9 **Imagine** The woman says that the film is called *Imagine* – in other words, this is its title.
- 10 **Bridge**

TEST 7



Questions 1–10

22

Complete the notes below.

Write **NO MORE THAN TWO WORDS AND / OR A NUMBER** for each answer.

Island Transport		
Vehicles	Cost	Comments
Example Motor scooter	1 \$ per day	<ul style="list-style-type: none">• fun to ride• they provide helmets and 2• don't ride on 3 Road
Economy car	\$87.80 per day	<ul style="list-style-type: none">• four doors, five passengers• can drive on all the roads and to 4 for a swim• no 5 in the Economy car
E-Bike	6 \$ per day	<ul style="list-style-type: none">• battery is not very 7• a quality bike with two good 8• a map and 9 are provided• no 10 is needed

ANSWER KEY

LISTENING PART 1

Questions 1–10

- 1 **49.99** per day = daily

Distraction The man says they are \$15.50 per hour, but the form requires the price per day.

- 2 **gloves**

Distraction The woman provides the word 'helmets'. The man then makes a comment about sizes, which might be tempting but doesn't make sense. The man then adds the comment about 'gloves'.

- 3 **Battenburg**

- 4 **Green Bay**

- 5 **air conditioning** the Economy car = that model

Distraction The woman provides the words 'air conditioning' and the man says it's not in that model.

- 6 **52.20**

Distraction The man mentions the 'normal' price of \$59, before quoting a discounted price.

- 7 **heavy**

Distraction The man says that on some E-Bikes the battery is very heavy, but on these bikes it's light.

- 8 **brakes** good = high-quality

- 9 **lock**

Distraction The woman provides the word 'lock' and the man says that yes, those are provided.

- 10 **licence** no licence is needed = you don't have to have

TEST 8



Questions 1–10

26

Complete the form below.

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

INSURANCE CLAIM FORM

Example

Client details

Name: **Greg** Williams

Policy reference: **1**

Address: **2** 102 Street, Northbridge

Phone number: **3**

Description of damage

Date of incident: Sunday, 17th June

Cause of incident: the house was damaged during a **4**

Items client is claiming for:

a pair of child's **5**

a new **6**

a torn **7**

repairs to the door of the **8**

Builder dealing with damage

Full name: Steven **9**

Client to send in photographs of damaged **10** before building work starts

ANSWER KEY

LISTENING PART 1

Questions 1–10

- 1 05443CHI771
- 2 Market
- 3 018 669 925
- 4 **storm** The man explains that the storm caused a big tree to fall over and hit the house.
Distraction Although the tree is the more immediate cause of the damage to the house, it's not possible to say 'during a tree'.
- 5 **glasses** The man explains that his child/eight-year-old daughter left her glasses on her desk, and these were scratched as a result of the tree coming through the window.
Distraction The man says that his daughter's headphones were also on the desk, but these were not damaged. Therefore, he is not claiming for these.
- 6 **carpet** The idea of 'new' can be understood when the man explains that 'just last month, we'd gone shopping' and 'We'd only had it for a couple of weeks.'
- 7 **curtain** The man explains that this was damaged by the tree.
Distraction We are told that the 'books' and 'computer' were not damaged – so the man has no need to claim for these items.
- 8 **garage** The man says that the tree also hit the door to the garage, and that they can't open it anymore.
Distraction The woman asks whether it's the door 'to the back of the house?', but the man explains that the house door is not damaged.
- 9 **Honeywell**
- 10 **fence** The man confirms he will take photographs of the damaged fence before the builder starts work on it.