

Printed

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

COMPREHENSION

prohibited.

DIRECTIONS

In Part VII you will read passages in the form of letters, ads

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

related texts. On the real test you will not have time to read every word. You need to practice scanning and reading quickly for details.

Are you setting up a small business? Worried about the costs of renting office space and employing the right people? **Rebus Virtual Office World** can help you. With our **Basic**

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

mail and messages to your home address, don't hesitate to ask us about our **Premier Office Deals**.

1. Where is the text from?

a. A message from a business to a current

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. A newspaper article about a new business's success

2. What does the service provide?

a. Off-site staff to perform general office

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

professional

d. Temporary staff for local businesses

3. Which of the following is not included in the Basic Office deal?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. A telephone-answering service

Printing of this

**Optimum Software Company
meeting with
Advantage Power Systems, Inc.
November 2**

Advantage Power Systems attendees: Optimum Software attendees:

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

Peter Bodell

Optimum training and consulting

Yusra Singh

Technology questions and answers

Ujjwal Ahmed

Next steps

Prohibited.

To: Katharine Morandi
From: Ujjwal Ahmed, Optimum Software Company
Subject: Yesterday's meeting

Dear Katharine,

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

together a contract.

In the meantime, please feel free to contact me if you have any questions.

Regards,

Ujjwal

4. Why was the meeting held?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. To review a contract

5. Who would probably be the best person at Optimum to answer technology questions?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. Katharine Morandi

6. What is the main purpose of Mr. Ahmed's e-mail to Ms. Morandi?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. To explain how Optimum has adapted its software

7. What service will Peter Bodell's department provide?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. Changes to the software

8. What will happen in the week of November 26?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. Training in the new software will occur.

FUEL ADJUSTMENT NOTICE

With the approval of the Price Control

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

readings taken on or after November 1,
and until further notice.

9. Who issued this notice?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

d. An electric company

10. What will happen on November 1?

Copyright © 2018 Surely work.co

完全版テキストはレッスン前に担当講師から受け取って下さい

講師のスカイプチャットにテキスト名を送って下さい

Your teacher can send you the complete material.

Please ask them to send the complete version of this material before the lesson.

c. Prices will change.

d. Meters will be read more often.