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COMPREHENSION

GENERAL INSTRUCTIONS

A. Orient student on what he/she will

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on the **Skype chat box.**

PART 7: READING COMPREHENSION

A. Tell the student that in Part VII he/she will read

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C. Other times he/she will be asked about what the passage implies.

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D. In the paired passages he/she will also be asked to make connections between the two related texts.

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to read quickly

G. Manage time wisely in this part of the test.

The country's GDP increased by 0.9 per cent in the third quarter of 2009; significantly higher than the rate of 0.4 percent seen in the previous quarter.

No one sector can be held responsible for the increase, as there was growth across the board in each of services, construction and production.

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same rate as in the previous quarter. Electricity, gas and water supply output contributed most to growth in the production sector, as output rose from 0.8 to 1.5 percent. Manufacturing, mining and agriculture all decreased during this period.

1. Which of the following is true about the country's GDP?

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d. It decreased in both the second and third quarters

2. Which of the following is NOT a Service?

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d. Hospitality

3. Which of the following figures decreased in the second quarter and rose in the third quarter?

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d. Agricultural output

4. Which of the following had the highest rate of output in the third quarter?

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d. Manufacturing

5. What was the Total production output in the second quarter?

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d. an increase of 0.9 percent

Hi,

Sorry for sending this to all the staff in the company, but my list of people who are going to the Signmakers'

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by 0845, and we can then share taxis to get to the venue, which I understand is just a 15 minute drive, so we should easily make the 0930 start.

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Hotel accommodation has been booked at the Premium Inn, Dartmouth. The management have agreed that all delegates should have their own rooms. It's likely that some of you will have singles, while others will have doubles and twins. I can't take

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If you have any queries or problems, make sure you contact me before then.

James Roxford

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Dear James

Sorry, I didn't get back to you in time. I was off sick last week and didn't get your message until this morning. I

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peas.

Thanks
Mindy Jacques

6. James's email was sent to:

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d. everyone in the company

7. Which of the following is true about the journey James has planned?

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Journey.

d. The delegates will need to change trains on the outbound journey.

8. When did Mindy send her email?

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a. Friday afternoon (14th March)

9. What is James likely to do after receiving Mindy's message?

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d. cancel a train ticket

TRAVEL REIMBURSEMENT REGULATIONS

Daily allowances

Domestic meals, lodging, and
incidentals

Foreign meals and
incidentals

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Over 0 hours but not in excess of 12

hours

£40

£60

Over 12 hours to 24 hours

£90

£110

All reimbursement for travel expenses must be authorized by an approved

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section of the Accounting Office, Building A, Room 566.

10. How much is an employee reimbursed for foreign travel costs

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d. £90

11. What should an employee submit before leaving on a business trip?

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d. A letter from the manager