

**Key skills communication
Adult literacy
Level 1
Test Paper L**

YOU NEED

- This test paper
- An answer sheet

You may **NOT** use a dictionary

Do **NOT** open this paper until you are told to do so by the supervisor

THERE ARE 40 QUESTIONS IN THIS TEST

Total marks available: 40

Try to answer ALL the questions

YOU HAVE 1 HOUR TO FINISH THE TEST

INSTRUCTIONS

- Make sure your personal details are entered correctly on the answer sheet
 - Read each question carefully
 - Follow the instructions on how to complete the answer sheet
 - At the end of the test, hand the test paper, your answer sheet and all notes to the supervisor
-

REMEMBER: YOU HAVE 1 HOUR TO FINISH THE TEST

Questions 1 to 5 are based on the following document.

FESTIVE TV SHOWN THE DOOR BY ANGRY MOTHER			
line 1	LIZ MACE saw red when her husband	She said, 'Michael and the children are	line 14
line 2	and five children sat slumped in front of	rather upset with me. I was cooking a hot	line 15
line 3	their 14" television instead of helping to	meal and asked them to decorate our new	line 16
line 4	decorate the Christmas tree.	tree but instead all six remained slumped	line 17
line 5	Mrs Mace, 40, stormed into the living	on the settee in front of the television. I	line 18
line 6	room and wrenched the set from its	felt much better afterwards.'	line 19
line 7	socket. Then she carried it to the front	The family have no spare set, so Christmas	line 20
line 8	door, lifted it over her head and threw it	looks like being rather quiet for her and	line 21
line 9	out of the house. The sound of it	their children, who are facing more board	line 22
line 10	smashing as it rolled down the front steps	games than they expected. A worried Lucy,	line 23
line 11	achieved the desired effect. The family	13, said 'I may have to sneak round to	line 24
line 12	began hanging decorations on the 7ft tree.	friends' houses to catch up on the	line 25
line 13	Mrs Mace has not repented her actions.	programmes I want to watch.'	line 26

1 According to the document, Mrs Mace acted as she did because her family

- A was upset with her
- B would not help her with the cooking
- C would not decorate the Christmas tree
- D did not stop playing board games

2 The **most** suitable word to replace 'stormed' in line 5 is

- A stepped
- B rushed
- C strolled
- D walked

- 3 According to the document, after Liz Mace had thrown the television outside she felt
- A sorry
 - B happier
 - C upset
 - D worried
- 4 Without changing the meaning, the word, 'repented' in line 13 could be replaced with
- A reported
 - B repeated
 - C regretted
 - D redone
- 5 The **main** purpose of this document is to
- A entertain readers with Liz Mace's unusual behaviour
 - B explain to families why they should be helpful
 - C offer ideas on how to deal with lazy families
 - D describe the disadvantages of having no television

Questions 6 to 10 are based on the following draft document.

<p style="text-align: right;">21 Rothers Road Chester CR8 5YW</p> <p style="text-align: right;">14 August 2002</p> <p>The Editor Chester Guardian Wordsworth Road Chester CE2 4TJ</p> <p>Dear Sir</p> <p>I feel I must right to support the many other readers who have protested about a European court ruling forbidding us to wey our goods in pounds and ounces.</p> <p>This is against the British public’s wishes. A poll carried out recently found 72% of people want to keep British measurements and yet we are in the silly possition where shopkeepers using them may now be taken to court.</p> <p>This shows that European law is being put before British law. Yet when Britain joined the European Union we was told that we would not be giving up our powers of self-government. How can things go so wrong.</p> <p>I agree with free trade and co-operation with other countries when we both benefit but being governed by them is just not on!</p> <p>Yours faithfully</p> <p>Keith Phillips</p>	<p>line 1 line 2</p> <p>line 3 line 4 line 5</p> <p>line 6 line 7 line 8</p> <p>line 9 line 10</p>
---	--

- 6 A word has been incorrectly used on
- A line 1
 - B line 5
 - C line 6
 - D line 8
- 7 A question mark needs to be used instead of a full stop on
- A line 3
 - B line 5
 - C line 6
 - D line 8
- 8 On line 7 'was' is incorrect. It should be
- A are
 - B were
 - C is
 - D am
- 9 On line 2 'wey' is spelt incorrectly. The correct spelling is
- A weigh
 - B wiegh
 - C whey
 - D way
- 10 There is a spelling mistake on
- A line 3
 - B line 4
 - C line 8
 - D line 10

Questions 11 to 15 are based on the following document.

Welcome Aboard

THE NEWBOLT EMPLOYMENT AGENCY

Lancaster Place
Bristol BR2 5AD

Below is a selection of jobs we have available in your local area. Call in today for more information.

CARE WORKER Must have own car. £4.95 per hour. Training given.
Full time.

BAR STAFF No experience required as full training will be given. Shift work, so must be flexible. Some lifting of heavy weights may be required. Part-time. £4.74 per hour.

WAITER/WAITRESS For busy bistro. Minimum wage £7.00 per hour.
Experience preferred. Training given if required. Full-time.

ASSISTANT CHEF Experience essential. A health and hygiene certificate an advantage. £5.50 per hour. Full-time.

SALES STAFF For children's department of busy, well-known department store. Experience preferred but not essential. Full training given. £5.80 per hour. Full or part-time. Every other Saturday free.

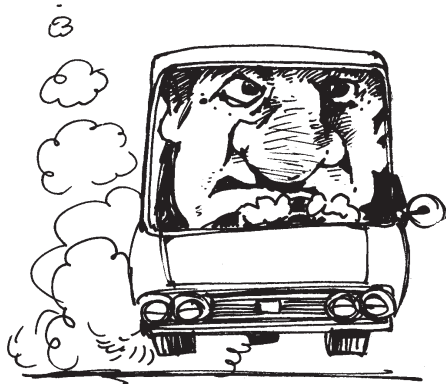
RECEPTIONIST For chief education officer. Good communications skills essential. £7.50 per hour. Full-time.

CLEANER For local leisure centre. Evenings and/or mornings. £4.50 per hour.

- 11 According to the document, experience is required for the post of
- A assistant chef
 - B bar staff
 - C sales staff
 - D waiter/waitress
- 12 Which posts advertised by this employment agency would best suit an unqualified person seeking part-time work?
- A care worker and bar staff
 - B bar staff and sales staff
 - C cleaner and care worker
 - D sales staff and receptionist
- 13 The advertisement states that sales staff are able to work
- A in all departments
 - B just part-time
 - C part or full-time
 - D every Saturday
- 14 The highest paid part-time job in the list that offers training pays
- A £4.74 per hour
 - B £5.80 per hour
 - C £7.00 per hour
 - D £7.50 per hour
- 15 The word 'selection' used in the first line of the introduction means that the document gives information on
- A the best-paid jobs available
 - B all jobs available
 - C a sample of the jobs available
 - D the most suitable jobs available

Questions 16 to 20 are based on the following document.

MENACE AT THE WHEEL?



Mobile Phones (Section 1)

The government should ban the use of mobile phones at the wheel to cut road deaths according to a recent annual survey of motorists' opinions. Although nearly 50% of drivers in the report admitted using mobiles in their cars, 42% supported a ban and 31% wanted better policing to cut down on the use of mobiles in cars. Police have resisted a ban because of the extra resources it would need.

Speeding (Section 2)

Other answers on the survey showed that three quarters of the 1,350 drivers questioned approved of speed cameras. However, most of those who had been flashed by speed cameras said they had never received a ticket.

The results of this 2002 survey show that the main cause of accidents was thought to be driving too fast. In a similar report in 1994, drink-driving was rated as the main cause.

Road Rage (Section 3)

An increasing number of motorists find themselves being abused by angry drivers. If you find yourself in this situation, do not return any abuse or make offensive gestures. Try to indicate that you are sorry. Avoid eye contact with the other motorist as this could make things worse.

- 16 The 2002 motoring survey showed that a ban on mobile phones while driving was favoured by
- A the police force
 - B 1,350 drivers
 - C 42% of drivers
 - D 50% of drivers
- 17 The 2002 report showed that drivers thought most accidents were caused by
- A drinking and driving
 - B phoning while driving
 - C angry and abusive drivers
 - D driving at high speeds
- 18 In Section 3, there is a capital letter for 'Rage' because it is
- A at the start of a paragraph
 - B a part of a heading
 - C the name of a feeling
 - D a serious threat to motorists
- 19 According to the report, drivers flashed by speed cameras could expect to receive a ticket
- A always
 - B usually
 - C rarely
 - D never
- 20 What advice is given to drivers when threatened by an enraged motorist?
- A Make eye contact with the motorist
 - B Return the abuse to the motorist
 - C Try to explain what happened
 - D Try to apologise to the motorist

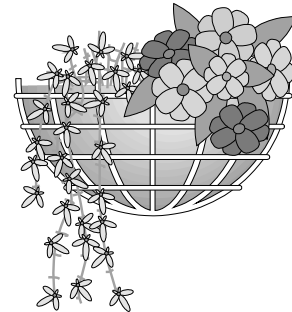
Questions 21 to 25 are based on the following document.

ROSTYN GARDEN CENTRE

**Mill Lane
Cranston**

Telephone: 5784 5666 or 2945 3322 (2 lines)

Fax: 5784 5667 or 2945 1122 (2 lines)



FREE – Hanging basket demonstrations daily
Bring your own basket and we will fill it for you for only £12

FREE – plant gift for all purchases of over £10

OFFER OF THE MONTH – 6 hardy alpines for just £5.40

HOW TO DO IT

Mondays – Rock Gardens; Tuesdays – Patios; Wednesdays – Water Gardens;
Thursdays – Decking; Fridays – Fencing; Saturdays – Containers

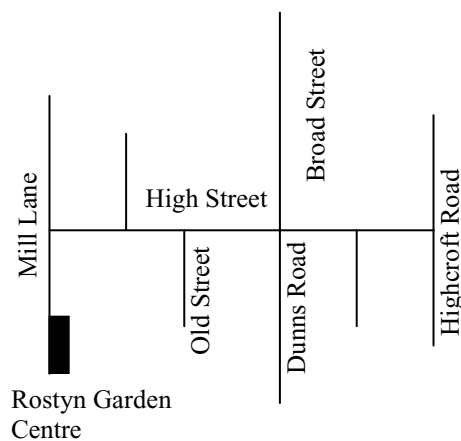
GIFTS – from £1.50. Gift vouchers from £5
Have your gift beautifully wrapped on the spot at no extra charge

GARDENING VIDEOS – Your favourite television gardeners - £7.50 each

Catalogue with full colour photographs, just £4.50

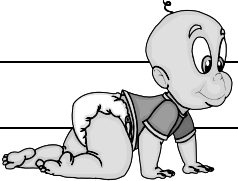
Delivery of large items can be arranged for a small charge

How to find us



- 21 Customers at the *Garden Centre* in Cranston will get a free
- A plant gift with all purchases
 - B gift wrapping service while they wait
 - C ready planted hanging basket
 - D delivery service for large items
- 22 At Rostyn *Garden Centre*, £4.50 will buy
- A a gift voucher
 - B six hardy plants
 - C a gardening video
 - D an illustrated brochure
- 23 A gardener seeking information on constructing decking and patios should visit the *Garden Centre* on
- A Thursday and Friday
 - B Thursday and Saturday
 - C Tuesday and Thursday
 - D Tuesday and Saturday
- 24 A customer asking for directions over the telephone to the *Garden Centre* travelling from Broad Street would be told to
- A turn right at the junction and take the first right
 - B turn right at the junction and take the second left
 - C turn left at the junction and take the first left
 - D turn left at the junction and take the second left
- 25 A plant supplier can contact Rostyn *Garden Centre* by
- A telephoning 5784 6667
 - B telephoning 5748 3322
 - C faxing 5784 5667
 - D faxing 2945 2211

Questions 26 to 30 are based on the following draft document.

<hr/> <p>Starting from a pregnancy test (£8.55) parents spend at least £20,000 on their child in its first five years according to recent research. A breakdown of some of these costs is shown below.</p>	
Item	Cost
Cow's milk	£518.40
Child's food	£2,433.60
Child's clothing	£1,397.50
Child's toiletries	£1,800
Nursery equipment	£1,300
Nappies	£536
Safety equipment	£145.31
	
<p><u>Other Expenses</u></p> <p>When the child is older, research shows that the biggest expense for working parents is paying for their children to be looked after. This contrasts with previous studies, which named food as the largest expense. As well as basics, parents need to be prepared for a number of 'extras' including sports kit and school trips.</p> <p><u>What Children Want</u></p> <p>As if this were not enough, the desire for designer labels seems to start as early as ten. Pressure is put on parents to get what children see as the 'right' trainers or jeans. Children are influenced most by the opinions of their friends. Advertisements in magazines and on television and the clothes celebrities wear also play a part. What parents think doesn't count for much!</p>	

- 26 The heading that would **best** describe the message contained in this article is
- A PARENTS GO ON SPENDING SPREE!
 - B MORE THAN YOU BARGAINED FOR?
 - C PARENTS FORK OUT FOR EXTRAS
 - D 'JUST SPEND LESS!' PARENTS TOLD
- 27 When youngsters shop, the article states they are most influenced by
- A their parents' advice
 - B clothes worn by celebrities
 - C television advertisements
 - D what their friends say
- 28 The **main** purpose of this document is to
- A persuade readers that they should not have children
 - B inform readers of the high cost of bringing up children
 - C show the influence of advertising on what teenagers buy
 - D advise parents not to buy designer labels for their children
- 29 Which **best** describes the format used in this document?
- A a form giving information on costs in the early years
 - B an essay to the editor on research about children
 - C a report on children's costs and expenses
 - D notes on what influences children under five
- 30 According to the document, what do working parents spend most money on when a child is older?
- A designer clothes
 - B providing food
 - C child care
 - D sports equipment

Questions 31 to 35 are based on the following draft document.

MEMORANDUM	
To: Linda Davies	line 1
From: Alan Thompson	line 2
Date: 30 October 2001	line 3
Subject: Seasonal Staff	line 4
The attempt to recruit temporary staff by means of notices on our in-store notice boards as so far proved unsuccessful.	line 5 line 6
This is particularly _____ because, as you know, our staff numbers are unusually low at present because of the unusually high level of absencis caused by the flu epidemic. It will be a few weeks before things improve. We are coping, but only just. What we will do when the holiday rush starts I can't imagine. I think we should try placing an Advertisement for staff in next week's local paper. This may attract students who hope to make some money for Christmas.	line 7 line 8 line 9 line 10 line 11 line 12 line 13
Can you get together with Alice Marks to arrange this. I will sort out interviews when we see the number of applications.	line 14 line 15

31 A question mark needs to be used instead of a full stop on

- A line 11
- B line 12
- C line 13
- D line 14

32 The word 'as' on line 6 has been incorrectly used. The correct word is

- A have
- B has
- C had
- D are

33 The correct spelling of the word missing on line 7 is

- A dissapointing
- B dissappointing
- C disappointing
- D disapointing

34 The word 'absencis' on line 8 has been incorrectly spelt. The correct spelling is

- A absences
- B absences
- C absenses
- D abcences

35 There is a capital letter used incorrectly on

- A line 10
- B line 11
- C line 12
- D line 14

Questions 36 to 40 are based on the following document.



THE BOOK-WORM

JOIN OUR ON-LINE BOOK CLUB NOW!

So many reasons to say 'YES!'

Special introductory offer

Choose **any 3** of the books listed for only £1 each (plus £3.99 postage and packing, whatever the weight of books) **and** – choose an extra fourth book for only £3.99 with no extra postage costs. You have 10 days to decide whether you want to keep them or return them to us with no obligation.

- § Learning to Cook by Delia Smith
- § The Naked Chef by Jamie Oliver
- § Telling Tales by Alan Bennett
- § Is it Me? by Terry Wogan
- § Learning to Fly by Victoria Beckham
- § All of Me by Barbara Windsor
- § The Naked Ape by Desmond Morris

Every month you will receive our news review absolutely free, with all our latest offers. We will also offer special rates for members to visit book fairs in and around London throughout the year.

Remember! *We are an on-line book club only, so we cannot be contacted by post, or by telephone or fax. To join us, visit us on-line at our website at www.thebookwormclub.com. We look forward to hearing from you!*

- 36 In addition to paying for postage and packing, what can a new member of the Book-Worm Book Club have?
- A any three books free
 - B any three books for only £1
 - C any three books for £1 each
 - D any four books for £3.99
- 37 One of the books listed for new customers to choose from is
- A Learning to Fly by Jamie Oliver
 - B The Naked Chef by Desmond Morris
 - C All of Me by Terry Wogan
 - D Telling Tales by Alan Bennett
- 38 Which of the following is free to all members of the Book-Worm Book Club?
- A an extra fourth book
 - B postage and packing
 - C a monthly newsletter
 - D entry to book fairs
- 39 The main purpose of this document is to
- A advertise the seven most popular books
 - B inform readers of book fairs around London
 - C explain there is a free monthly newsletter
 - D persuade readers to join the Book Club
- 40 The document says that the Book-Worm Book Club can be contacted by
- A sending a fax
 - B visiting its website
 - C making a telephone call
 - D writing a letter

END OF TEST