**III. CÁC BÀI ĐỌC KÉP LIÊN QUAN ĐẾN THÔNG BÁO**

**1.** Đối với các bài đọc liên quan đến thông bao, bài đọc thứ nhất là một thông báo; bài đọc thứ hai có thể là một e-mail, một bài báo, hoặc một trong số các dạng bài đọc khác được liệt kê ở phần VII chương 2. Hầu hết các bài đọc thứ hai là e-mail phản hồi về thông báo.

**2.** Những dạng bài đọc thường gặp và hướng dẫn làm bài

**a.** Những dạng bài đọc thường gặp

Announcement & Bài đọc thứ nhất là một thông báo về một chương trình

E-mail đào tạo, một hội thảo, cuộc họp, sự kiện… Bài đọc thứ hai là một e-mail yêu cầu thông tin chi tiết về những vấn đề trên.

Bài đọc thứ nhất cũng có thể là một thông báo về lịch trình, kế hoạch. Bài đọc thứ hai là một e-mail đề cập đến một số thay đổi về lịch trình hoặc kế hoạch trên.

Announcement & Bài đọc thứ nhất là một thông báo về hội thảo, sự kiện…

Dạng bài đọc khác Bài đọc thứ hai có thể là biểu mẫu dành cho những người tham dự hội thảo, sự kiện đó.

**b.** Hướng dẫn làm bài

**Bước 1:** Xác định từ khoá (keyword) trong các câu hỏi để biết được cần phải tìm

thông tin trong bài đọc nào.

**Bước 2:** Tìm gợi ý thứ nhất liên quan đến từ khoá ở một trong hai bài đọc, sau đó

tìm gợi ý thứ 2 ở bài đọc còn lại và liên kết các gợi ý đó để chọn câu trả lời

đúng.

Example 01: Announcement & E-mail (Questions 191-195, Test 05, ETS 5 Tests)

Questions 191-195 refer to the following announcement and e-mail.

|  |
| --- |
| The Camarillo University Medical Center Wednesday Lecture Series Presents  ***Hospital Management in Urban Areas***  **Stephen S. Sebastian, Pottstown University**  **Wednesday, November 12, at 4 P.M.**  **Medical Center Lecture Hall A**  **Introduced by Dr. Jann Ericson, Dean of Medicine**  Dr. Sebastian is an internationally renowned expert in hospital management and healthcare in urban environments. His latest book on the topic, *Urban Hospitals: New Management Challenges,* has just been published. He teaches hospital administration and public health at the Pottstown University School of Medicine.  His lecture will focus on the challenges presented by urban environments to hospital management and administration, with an emphasis on community relations. He will discuss strategies for leadership and organization in urban communities aimed at helping to build better relationships between hospital administrators and local politicians and community leaders.  The Camarillo University Medical Center Wednesday Lecture Series is funded by a generous gift from the Rosemary Fernandez Memorial Trust. Please contact Dana Goode, assistant to the dean of medicine, by e-mail at dgoode@camarillo.edu if you have any questions about the lecture series. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  | | --- | | sssebastian@pottstown.edu |   To:   |  | | --- | | jzericson@camarillo.edu |   From:   |  | | --- | | October 23 |   Date:   |  | | --- | | Final details |   Subject:   |  | | --- | | Dear Stephen,  I'm so pleased that you'll be coming to speak at our next Wednesday lecture series. I just finished reading your latest book, as have several of my colleagues, and we are eager to hear more about the ideas you present in it.  I want to confirm that, as I mentioned when we spoke on the phone recently, my assistant will be meeting you at the train station to take you to the medical center. Also, Dr. Ahmad al-Janabi , our new dean of students here at Camarillo, has asked if you might be available when the lecture ends around 5:30 P.M. to speak for fifteen minutes or so with some of our students who are considering pursuing careers in public health.  Finally, are you still interested in staying to have dinner with some of the faculty here after the lecture? I have made a reservation for dinner at 6:30 P.M. at the Camarillo Inn - you may remember it from your own student days here. One of us will be happy to drive you back to the train station in order for you to get the 8:45 P.M. train back to Pottstown.  Best regards,  Jann | |

**191.** Who is the lecturer?

(A) A hospital administrator  
 (B) A public health official  
 (C) A medical school professor  
 (D) A local politician

**192.** What will probably be discussed during  
 the lecture?

(A) Communication among hospital  
 managers and community leaders  
 (B) The latest trends in hospital

construction  
 (C) Ways to obtain funding for lectures

at medical centers  
 (D) Strategies for attracting more

doctors to work in urban areas

**193.** Who will take Dr. Sebastian to the

medical center?

(A) Jann Ericson  
 (B) Rosemary Fernandez  
 (C) Dana Goode  
 (D) Ahmad al-Janabi

**194.** What will most likely happen at 6:30

P.M. on November 12?

(A) Dr. Sebastian’s lecture will end.  
 (B) Some faculty members will have

dinner together.  
 (C) Some students interested in public  
 health careers will meet Dr.

Sebastian.  
 (D) Dr. Sebastian will take a train back

to Pottstown.

**195.** What is implied about Dr. Sebastian?

(A) He applied for the dean of students  
 position at Camarillo University.  
 (B) He will stay overnight at the

Camarillo Inn.  
 (C) He used to be a student at

Camarillo University.  
 (D) He will present copies of his latest

book to faculty members at

Camarillo University

Example 02: Notice & Letter (Questions 181-185, Test 02, ETS 1000)

**Questions 181-185** refer to the following notice and letter.

|  |
| --- |
| Peak Global Tours  **We make travel fun, exciting, and affordable on tours to countries all over the world!**  **Would you like to travel for free?**  \*Register 15 people for a trip and receive complimentary travel. \*Register 30 people for a trip and receive complimentary travel plus a $100 bonus!  **We will**  • supply guidebooks to group members and handle all bookings and paperwork. • outfit your group members with luggage tags and name tags. • provide a 24-hour hotline for you and your group.  To learn more, call our central office at l-800-555-0154, or visit our Web site at www.peakglobaltours.com. |

|  |
| --- |
| Peak Global Tours  176 New Bridge Road, Suite 204, Singapore 059413 Tel: 6532-0236 www.peakglobaltours.com  Ms. Se Ying Tan 73 Holland Drive Singapore 149735  September 19  Dear Ms. Tan:  We are excited that you have elected to be a group leader! We know that you and the 16 people in your group are going to have a wonderful time on the Peak Global Tours trip to Florence and Rome (May 7 - May 18). Feel free to add more people to your group at any time up to four weeks before the trip; however, anyone who books a trip after December 31 will have to pay additional fees.  We will e-mail periodic updates about the trip to you. In the meantime, please consider joining the group leaders' forum on our Web site to receive valuable travel tips. We will mail you and your group members a departure package with your final itinerary and flight information approximately 10 days before your scheduled departure date.  With best wishes,  Tony SimTony Sim |

**181.** What is the purpose of the notice?

(A) To provide information about

trends in international travel  
 (B) To announce the launch of a new

travel Web site  
 (C) To list services provided by a travel  
 agency  
 (D) To advertise an upcoming tour of

Italy

**182.** What is indicated about Peak Global

Tours?

(A) Its staff can be contacted at any

time.  
 (B) It provides uniforms to its group

leaders.  
 (C) It sells luggage and travel

accessories.  
 (D) It specializes in travel to Europe.

**183.** What is suggested about Ms. Tan?

(A) She will be asked to pay additional

fees.  
 (B) She is eligible to receive a free trip.  
 (C) She has sent a package to Tony Sim.  
 (D) She has posted travel information

on a Web site.

**184.** In the letter, the word "tips" in

paragraph 2, line 2, is closest in

meaning to

(A) pieces of advice  
 (B) pointed ends  
 (C) Web pages  
 (D) gifts of money

**185.** According to the letter, what will most

likely happen in April?

(A) Ms. Tan will travel to Florence and  
 Rome.  
 (B) Ms. Tan will book another trip.  
 (C) Peak Global Tours will send some  
 documents to Ms. Tan.  
 (D) Peak Global Tours will add people

to Ms. Tan’s group.

**3. Reading practice:**

Read the following passages and choose the best answer to each question given.

Passage 01: Announcement & Letter (Questions 196-200, Test 02, ETS 5 Tests)

**Questions 196-200** refer to the following announcement and letter.

|  |
| --- |
| ***Calling all artists!***  Are you an amateur or professional graphic artist? Would you like to help the Relling Transit system with your original work? RT Center is holding its first ever logo contest. Logos that are related to bus or train travel will be accepted from August 2 to 22 at the RT Central Office, located at Relling Terminal. Thirty finalists will be selected for display in the alcove at Union Street Station. From September 1 to 30, the public will be able to cast a ballot and vote on their favorite logo. Four prizes will be awarded.  **First place: *Yellow pass.***Good for unlimited rides on the RT local train or bus for  five days  **Second place: *Blue pass.***Good for unlimited rides on the RT local train for three  days  **Third place: *Green pass.***Good for one round-trip ticket to any destination on the  RT express train  **Fourth place: *Red pass.***Good for one round-trip ticket to any destination on an RT  express bus  Maximum two logos per entrant. On the back of each submission, write your name and contact details. See www.rellingtransit.gov for complete guidelines. |

Octobers

Nadia Ivankova  
85 Millbrook Road  
Relling Township, DE 19800

Dear Ms. Ivankova:

Congratulations on winning Relling Transit Center's Logo Contest. Enclosed is your prize. Please note that the pass does not have a definite start date. It is valid for any five-day period, beginning whenever you wish.

In addition to displaying your logo at Union Street Station, we would like to include the four top entrants in an exhibition at Relling Transit Central Office for the month of December. Please let me know if you have any objection.

On behalf of Relling Transit Center, I would like to thank you for your contribution.

Sincerely,  
Rita RajwalCommunity Relations Manager, Relling Transit Center

**196.** Why is the contest being held?

(A) To obtain text for an advertisement  
 (B) To choose a symbol for an

organization  
 (C) To raise money to upgrade train

services  
 (D) To promote a new train line

**197.** According to the announcement, what

will happen in September?

(A) Entries will be collected.  
 (B) One winner will be announced.  
 (C) Entries will be returned.  
 (D) Winners will be selected by the

public.

**198.** What is indicated about the image  
 submissions?

(A) They must have a travel theme.  
 (B) They must meet the size

requirements.  
 (C) They must be submitted online.  
 (D) They must use more than one color.

**199.** What did Ms. lvankova receive?

(A) A yellow pass  
 (B) A blue pass  
 (C) A green pass  
 (D) A red pass

**200.** Where will the winning entries be

displayed temporarily?

(A) Inside the train cars  
 (B) On the express bus  
 (C) At Reiling Terminal  
 (D) At Union Street Station

Passage 02: Notice & E-mail (Questions 186-190, Test 08, ETS 1000)

**Questions 186-190** refer to the following notice and e-mail.

|  |
| --- |
| **Casseia Airport**  Lost and Found Items  Items left behind in the Casseia Airport terminals are handed over to the information desk in the terminal where they were found. However, each airline is responsible for any items found on its planes. Please contact the airline directly if ypu believe you have left something on a plane.  All lost articles are logged in the Lost and Found inventory and held at the information desk until the passenger claims them or makes arrangements to have them shipped at the owner's expense. To inquire about a lost item, write to lostfound@casseiaairport.com or call 555-0103. Make sure to provide a detailed description of the item and the number of the terminal where your item may have been lost. A staff member of the information desk will respond to your e-mail or call within 3 days of receiving your inquiry.  All unclaimed items in the Lost & Found inventory are held at the desk for seven (7) days. After that time, unclaimed items are forwarded to the central baggage service department for processing. Valuable items will be stored there for up to one year. Any clothing or low value items will be disposed of or donated to charity. Please note that the airport and the baggage service department are not responsible for the condition of your item. |

|  |  |
| --- | --- |
| |  | | --- | | **E-MAIL MESSAGE** |   **From:** lostfound@casseiaairport.com **To:** mhartonen@polimail.com **Date:** July 10 **Subject:** Lost item |
| Dear Ms. Hartonen,  This is in reply to your e-mail concerning a lost item: UDF 2800 digital camera.  We have located a camera that matches the description and serial number you provided. You can come and claim it personally at the information desk in Terminal 2, or you can provide us with instructions on where to ship it.  Sincerely, Dan Suorsa |

**186.** According to the notice, what does the  
 information desk do?

(A) Keep an inventory of lost items  
 (B) Donate items to charity  
 (C) Process items left on airplanes  
 (D) Locate owners of lost items

**187.** What are passengers advised to do if

they have lost an item in the airport?

(A) Contact their airline  
 (B) Go to the central baggage service

office  
 (C) E-mail the information desk  
 (D) Fill out a form within three days

**188.** In the notice, the word "condition" in  
 paragraph 3, line 6, is closest in

meaning to

(A) consideration  
 (B) state  
 (C) position  
 (D) term

**189.** What is suggested about Ms.

Hartonen’s camera?

(A) It appears to be damaged.  
 (B) It has been sent to another airport.  
 (C) It was carried in her suitcase.  
 (D) It had been lost for fewer than seven  
 days.

**190.** What had Ms. Hartonen most likely

NOT provided?

(A) Her mailing address  
 (B) The number of the terminal  
 (C) A description of her camera  
 (D) The serial number of her camera

Passage 03: Announcement & E-mail (Questions 181-185, Test 04, ETS 5 Tests)

**Questions 181-185** refer to the following announcement and e-mail.

|  |
| --- |
| Archer Hill Lumber  Back by popular demand is Archer Hill Lumber’s **Beginning Woodworking Class.** Learn the basics of measuring, sanding, cutting, and assembling. Each participant will complete a functional birdhouse that can be taken home and painted. Class size is limited to 10 people. Ages 16 and up only.  **Date:** 9 May  **Time:** 9:00 AM. to noon  **Location:** Archer Hill Lumber in workroom #2  **Cost:** £49 (wood pieces, 1 jar of glue, l box of screws, 1 box of nails, and decorative hardware).  **Participants must supply their own tools:** 1 screwdriver 1 rubber-head hammer 1 circular saw 1 tape measure  If you do not have tools, we offer a beginner's kit with the above tools for £40. The kit comes equipped with a standard-sized tool belt.  Register in the store or online at www.ahlumber.co.uk. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  | | --- | | Angela Webb <awebb@trilbylink.co.uk> |   To:   |  | | --- | | Polly Hobbs <phobbs@ahlumber.co.uk> |   From:   |  | | --- | | 30 April |   Date:   |  | | --- | | Final details |   Subject:   |  | | --- | | Thank you for your e-mail. We did indeed receive your two online registrations for the Beginning Woodworking Class on 9 May.  In regard to your question about the tool kit for your son, you can purchase one at the store on the day of the class. I will make sure we put one aside for you. The cost is £40.  We are looking forward to seeing you and your son on 9 May.  Yours truly, Polly Hobbs | |

**181.** What is indicated about the class?

(A) It will take place in an outdoor area.  
 (B) It has been offered previously.  
 (C) It is taught by experienced  
 bird-watchers.  
 (D) It will be offered at two different

times.

**182.** What is offered to those who purchase a  
 tool kit?

(A) A free class  
 (B) A discount on wood  
 (C) A tool belt  
 (D) An extra hammer

**183.** What is NOT included in the price of

the class?

(A) Pieces of wood  
 (B) A screwdriver  
 (C) A jar of glue  
 (D) Nails

**184.** Why did Ms. Hobbs write to Ms. Webb?

(A) To inform her of the cost of a class  
 (B) To explain how to make a purchase  
 (C) To remind her to bring supplies to

class  
 (D) To recommend a specific brand of

tools

**185.** What is implied about Ms. Webb's son?

(A) He has his own tools.  
 (B) He is an experienced woodworker.  
 (C) He has registered with a group of  
 friends.  
 (D) He is at least sixteen years old.