# .11 1 4G 1 6.1 1:12 AM P Marked out of 1.00 Time left 0:24:24 Flag question The third feature on a cover letter is the? a. Heading or Subject b. Body oc. Salutation d. Recipients address Clear my choice Question 2 Not yet answered Marked out of 1.00 Flag question A cover letter sent to an employer not in response to an advertised position is called?

- a. A direct cover letter
- b. A general cover letter
- o c. A concise cover letter
- od. A prospecting cover letter

18

Finish attempt ...

### Contact Us







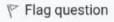
 a. is an opportunity to express vourseit Time left 0:16:56 as a real person to a

Clear my choice

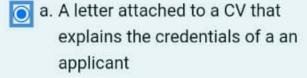
#### Ouestion 18

Not yet answered

Marked out of 1.00



#### What is a cover letter?



- b. A letter that speaks to the emotions of the recruiter
- c. A letter sent before the arrival of the CV
- d. A document that substitutes your CV

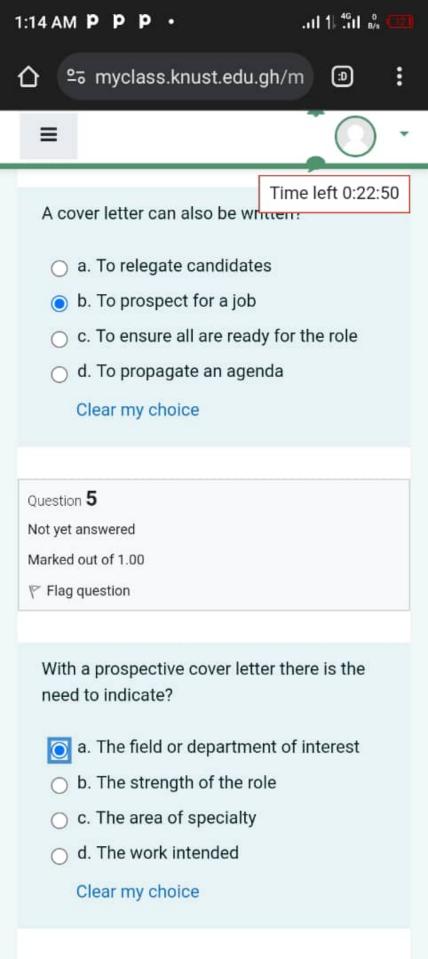
Clear my choice

Previous page

Finish attempt ...

Quiz navigation

2



## 1:19 AM P







Flag question

Time left 0:17:31

The 5th feature of your cover letter should be your?

- a. Heading or Subject
- b. Salutation
- c. Recipients address
- od. Body

Clear my choice

#### Question 17

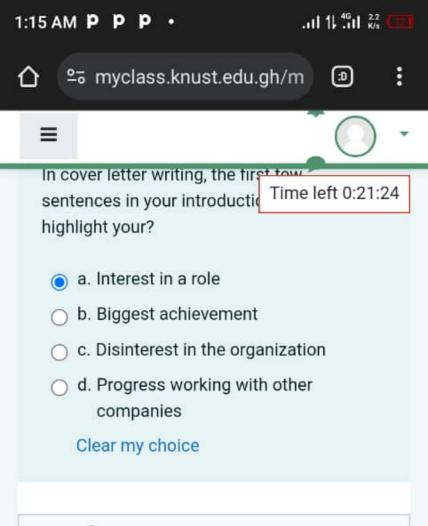
Not yet answered

Marked out of 1.00

Flag question

Usually, a Cover letter ....?

- a. Clears uncertainties about applicants' origin
- b. Leads to backlash
- c. Reminds the recruiter of what to look for
- o d. Is an opportunity to express yourself as a real person to a recruiter



## Question 8

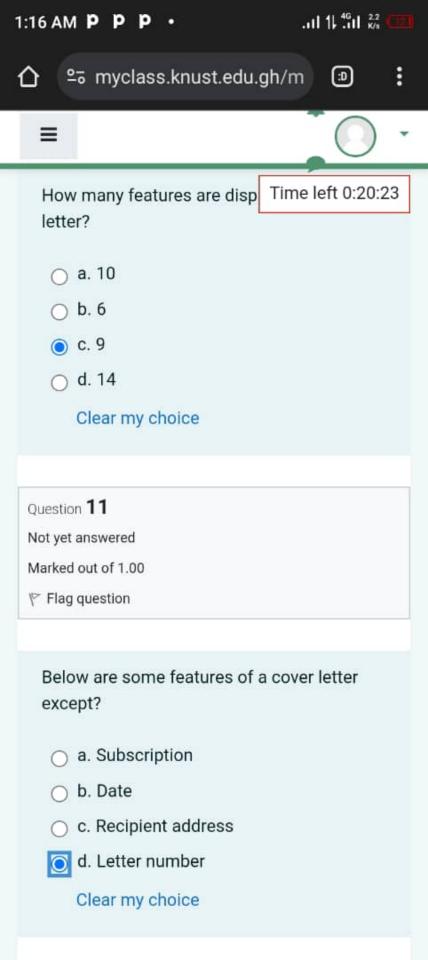
Not yet answered

Marked out of 1.00

Flag question

Putting forward your best skills is important when drafting a

- a. A concise cover letter
- b. A general cover letter
- c. A prospecting cover letter
- d. A direct cover letter









Time left 0:18:59

A cover letter can be written as a response to a?

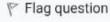
- a. A job advertisement published
- b. A job requirement published
- c. Job description published
- d. A marketing survey done

Clear my choice

#### Ouestion 14

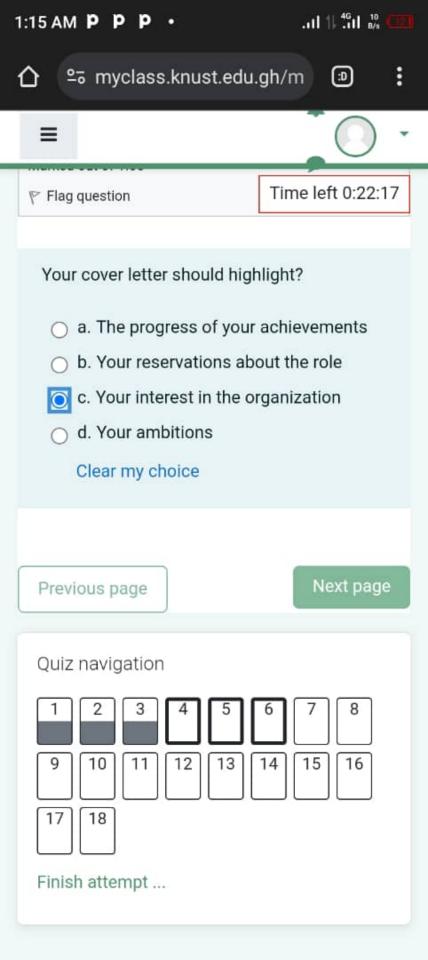
Not yet answered

Marked out of 1.00



In highlighting your strongest attributes, you should?

- a. Demonstrate your ability to deliver
- b. Demonstrate how these strengths have produced results in the past
- c. Demonstrate your desire to grow
- d. Demonstrate your assertion towards the role









quiz opened at Sunday, 24 March 2024, 12:42 AM

is quiz will close on Sunday, 31 March 2024, 9:42 AM.

Time limit: 25 mins

Grading method: Average grade

## nmary of your previous attempts

empt	State	Marks / 18.00	Grade / 35.00	Review
1	Finished Submitted Saturday, 30 March 2024, 1:20 AM	17.00	33.06	

Average grade: 33.06 / 35.00.

Re-attempt quiz