

READING TEST

In the Reading Test, you will read a variety of texts and answer several different types of reading comprehension questions. The entire Reading Test will last 75 minutes. There are three parts, and directions are given for each part. You are encouraged to answer as many questions as possible within the time allowed.

You must mark your answers on the separate answer sheet. Do not write your answers in your test book.

Part 5

Directions: A word or phrase is missing in each of the sentences below. Four answer choices are given below each sentence. Select the best answer to complete the sentence. Then mark the letter (A), (B), (C), or (D) on your answer sheet.

101. Whether Thomas will close the deal still remains _____.
(A) see
(B) to seen
(C) to be seen
(D) seeing
102. By next year it _____ necessary to double the production quota to keep up with market demands.
(A) were
(B) will be
(C) has been
(D) being
103. At the time this session ends, all the attendees should follow the signs _____ the exits on the right side of the conference room.
(A) of
(B) to
(C) through
(D) for
104. When customer service representatives speak to customers over the phone, they should always speak _____.
(A) hardly
(B) clearly
(C) respectably
(D) respectively
105. The familiarity factor is so important that two-thirds of the companies he invests in _____ in the neighboring area.
(A) locating
(B) being located
(C) located
(D) are located
106. The _____ information concerning this project will be provided for your convenience.
(A) specification
(B) specifically
(C) specific
(D) specify

107. We can discuss it with the manager, _____ not with the customer himself.

- (A) while
- (B) and
- (C) after
- (D) yet

108. Prospective employees must have a master's degree to be eligible _____ the positions described below.

- (A) to
- (B) for
- (C) despite
- (D) about

109. If our budget for office supplies _____, all new requests for them will have to be approved on a case-by-case basis.

- (A) is exhausting
- (B) are exhausting
- (C) is exhausted
- (D) will be exhausted

110. The company is likely to be prosecuted because it has dumped environmentally hazardous materials _____.

- (A) illegal
- (B) illegally
- (C) illegality
- (D) illegalizing

111. The second shipment of ink cartridges was _____ due to some defects in the quality.

- (A) contaminated
- (B) refused
- (C) deteriorated
- (D) incurred

112. The directors that participated in the meeting ~~were~~ required to contribute _____ suggestions to their colleagues.

- (A) theirs
- (B) their
- (C) them
- (D) themselves

113. This herbal medication native to Korea is _____ to millions of people worldwide annually.

- (A) overseen
- (B) arranged
- (C) prescribed
- (D) selected

114. He must submit a concrete energy _____ that is to be carried out soon.

- (A) plan
- (B) planning
- (C) plans
- (D) planned

115. The board of directors _____ has had different views on the current economy.

- (A) strong
- (B) stronger
- (C) strongest
- (D) strongly

116. The manager did not _____ any differences between us.

- (A) notice
- (B) convene
- (C) notify
- (D) indicate

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117. Nowadays, we do almost all our _____ by e-mail for business purposes.

- (A) connection
- (B) correspondence
- (C) contract
- (D) construction

118. Not only the manager but you _____ required to help him serve the customer early next week.

- (A) are
- (B) is
- (C) be
- (D) will

119. The company _____ to lose one of its oldest accounts since it failed to meet the customer's needs several times.

- (A) expects
- (B) relies
- (C) acquires
- (D) negotiates

120. It is essential that everyone _____ safety procedures in the event of an emergency.

- (A) follow
- (B) followed
- (C) following
- (D) be followed

121. Our redesigned business-class cabin is the obvious answer _____ your request for more space.

- (A) for
- (B) to
- (C) at
- (D) upon

122. Customer's demands have outpaced the business sector's ability _____ such growing expectations.

- (A) meeting
- (B) to meeting
- (C) to meet
- (D) for meeting

123. The committee will continue to look into the data _____ to determine if the marketing survey can be a better guide for the labor market.

- (A) informatively
- (B) strictly
- (C) narrowly
- (D) closely

124. He said some _____ had been made last month in talks on early retirement.

- (A) presentation
- (B) procedure
- (C) progress
- (D) potential

125. The labor union remained open to dialogue and was _____ to take measures to resolve the conflicts.

- (A) ready
- (B) complete
- (C) organized
- (D) inclusive

126. It was a request from the speaker that the audience _____ quiet.

- (A) would be
- (B) was
- (C) been
- (D) be

127. The singularly _____ restaurant is usually crowded with patrons.
(A) acquainted
(B) solicited
(C) diverse
(D) popular
128. European carmakers will expand their business in Asia, relying on local manufacturers to develop new models _____ their brand names.
(A) to bear
(B) bearing
(C) born
(D) bore
129. In a survey, many U. S. managers _____ about the bad quality of offshore work and unexpected costs.
(A) arrange
(B) disclose
(C) complain
(D) prepare
130. Notify your supervisor of the days you would like to take off, _____ approval.
(A) requests
(B) requested
(C) requesting
(D) request
131. The manufacturer lost many of its most loyal customers after the media focused attention on its lack of _____ to product quality.
(A) commitment
(B) assurance
(C) value
(D) interest
132. This restructuring _____ to save the company more than 3 million dollars per year.
(A) expects
(B) are expected
(C) expected
(D) is expected
133. I bet he is well _____ for the position of taking care of his staff.
(A) engaged
(B) successful
(C) qualified
(D) reserved
134. Presently, _____ appears that the problem of absenteeism has yet to be adequately addressed.
(A) he
(B) its
(C) his
(D) it
135. The loan agency granted a 3 week _____ on the loan of \$100,000 at the request of Mr. Cha.
(A) exhaustion
(B) extension
(C) explanation
(D) execution

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136. His experience with Gates taught _____ to think big and to never miss an opportunity to learn something new.

- (A) his
- (B) himself
- (C) he
- (D) him

137. Find a user group in your area and attend a meeting to learn how to use our products more _____.

- (A) effectively
- (B) profusely
- (C) increasingly
- (D) fluently

138. What a/an _____ it is to be part of this very stimulating conference.

- (A) anticipation
- (B) admiration
- (C) honor
- (D) humiliation

139. The list is based on a survey of 10,000 corporate directors, executives, and analysts at _____ 350 companies.

- (A) more than
- (B) increasingly
- (C) exceptionally
- (D) until

140. They have succeeded not just because market conditions favored their style _____ because their investing discipline helped them.

- (A) but
- (B) only
- (C) quite
- (D) such

Part 6

Directions: Read the texts that follow. A word or phrase is missing in some of the sentences. Four answer choices are given below each of the sentences. Select the best answer to complete the sentence. Then mark the letter (A), (B), (C), or (D) on your answer sheet.

Questions 141-143 refer to the following letter.

Dear Mr. Shumar,

We appreciate you for your inquiry of January 28 and send our quotation for laser printers.

We have the widest _____ of printers in town. Their state-of-the-art technology,

141. (A) area
(B) selection
(C) condition
(D) application

attractive designs, and the reasonable prices at which we offer them _____ you

142. (A) convinces
(B) convincing
(C) will convince
(D) being convinced

that they are worth the price. There is a heavy demand for them from individual customers in other parts of the province, which we find it difficult to meet, but _____ we receive your order within the next ten days, we will give you a firm offer for

143. (A) although
(B) otherwise
(C) thus
(D) provided

delivery by the middle of February at the prices quoted. On orders for fifty units or more we allow a special discount of 10% for full payment within 3 weeks from the date of invoice.

For questions regarding the 2 year warranty program, please contact me at (800) 742-5656 or www.quicklaser.com. I look forward to receiving your order.

Sincerely,
Donna Karen, Director

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Questions 144-146 refer to the following memorandum.

To: All employees
From: Loren Martin, Director of Sales
RE: A retirement party

As of July 15th, John will be leaving our company to take the position of Vice President at Apheos Industries.

In _____ of his more than 20 years of dedicated service to our company, the

- 144.** (A) honor
(B) consent
(C) step
(D) indication

company will hold a formal party for John on Friday, July 7th from 1:00 to 2:00. I _____ all of you to come and join the party.

- 145.** (A) resist
(B) revoke
(C) invite
(D) make

If you have _____ for the event, please contact Ms. Lee in Planning.

- 146.** (A) suggestions
(B) suggests
(C) suggested
(D) suggesting

Thank you,

Loren

Questions 147-149 refer to the following letter.

Dear Sirs,

Two weeks ago, I sent you an order for 45 copies of the "Contemporary English" dictionary, _____ the importance of swift delivery. They should have arrived last

- 147.** (A) stressed
(B) stress
(C) stressful
(D) stressing

week at the latest when the new semester was due to begin.

I have received no acknowledgement of the order, nor have the dictionaries _____.

- 148.** (A) been delivered
(B) were delivered
(C) delivered
(D) being delivered

Failure to receive them on time is causing serious inconvenience.

I shall be glad if you look into this matter as soon as possible and let me know _____.

- 149.** (A) what
(B) when
(C) which
(D) whom

they may be expected.

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Questions 150-152 refer to the following letter.

Dear Heimer,

I am pleased _____ that your order on March 3 is now ready for dispatch.

- 150.** (A) confirming
(B) confirmation
(C) to confirm
(D) confirms

When _____ your order, you emphasized the importance of prompt delivery and I am

- 151.** (A) placing
(B) delivering
(C) sending
(D) saying

glad to say that by making a special effort I have been able to send them a few days _____ than agreed upon.

- 152.** (A) early
(B) earlier
(C) earliest
(D) earliness

I now wait for your shipping instructions. On receiving them, I will send you our invoice. Detailed terms are available upon request. Thanks.