

SECTION 2 Questions 11-20

Questions 11-13

Which team will do each of the following jobs?

Choose **THREE** answers from the box and write the correct letter, A-D, next to Questions 11-13

Teams	
A	the blue team
B	the yellow team
C	the green team
D	the red team

11 checking entrance tickets.....

12 preparing refreshments.....

13 directing car-park traffic.....

Test 4

Questions 14-20

Complete the table below:

Write NO MORE THAN THREE WORDS AND/OR A NUMBER for each answer

Travel Expo		
Temporary Staff Orientation Programme		
Time	Event	Details
9.30 am	Talk by Anne Smith	Information about pay Will give out the 14.....form
10.00 am	Talk by Peter Chen	Will discuss Conference Centre play Will explain about arrangements for 15.....and fire exits
10.30 am	Coffee Break	Go to Staff canteen on the 16.....
11.00 am	Video Presentation	Go to 17..... Video title:18.....
12.00	Buffet Lunch	Go to the 19.....on 1 st floor
1.00 pm	Meet the 20.....	
3.00 pm	Finish	