

# ESOL Skills for Life (QCF)

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## Level 1 – Reading

### Past paper 5



Time allowed: 60 minutes

Please answer **all** questions. Circle your answers in pen, **not** pencil, **on the separate answer sheet**.  
You may **not** use dictionaries. You may **not** use correction fluid.

**Task 1**

Questions 1-6 test your ability to read a text quickly for the general idea, and to scan it for key words and phrases. You are advised to read the questions **before** you read the text.

**Questions 1-4**

The text on page 3 has six paragraphs. Each paragraph has a purpose. Choose the letter of the paragraph which best matches the purposes below. Circle the letter **on your answer sheet**.

You do not need to use all of the paragraphs.

Example: to introduce a review of the book 'Lost in the City'   A  

1. to describe what the reviewer doesn't like about the book
2. to outline the main character in the story
3. to summarise the lesser characters who make the story successful
4. to describe the author's special talents

**Questions 5-6**

Choose the letter of the best answer and circle it **on your answer sheet**.

5. How does the reviewer feel about the book overall?

A neutral  
B negative  
C positive

6. What did the reviewer like the most?

A the funny events in the story  
B the wait for the book to come out  
C the background to the story

## ***Lost in the City* by Jodie Shaw**

### **Paragraph A**

Jodie Shaw has done it again. The best-selling author has come up trumps with the long-awaited sequel to her first novel, *Arrival in the City*. We have waited nearly two years for *Lost in the City* but it has proved to be well worth the wait.

### **Paragraph B**

The heroine, Naomi Thomas, is a successful businesswoman who is always looking for her next project. After moving to the countryside, she decides she would like to return to the hustle and bustle of the city. *Lost in the City* explores her attitudes to slow country life and non-stop city action.

### **Paragraph C**

Much of the book's success is due to Shaw's ability to make the reader laugh out loud. There are some hilarious scenes in the story, especially when Naomi wanders around the city during a thunderstorm. Shaw shows great skill in using vivid imagery to paint the scene.

### **Paragraph D**

The minor characters have been created well. The two cousins that Naomi visits in the city when she is looking for a new home are particularly memorable. They represent the jaded, tired inhabitants who contrast with the giggly, energetic Naomi.

### **Paragraph E**

At 300 pages, *Lost in the City*, proves to be a worthy read. My one criticism is that this book assumes that you have read the prequel. This is a dangerous move and I feel that Shaw should have repeated important background information for new readers.

### **Paragraph F**

Without spoiling the story for everyone, this book takes the reader and Naomi on a rollercoaster ride of emotion and adventure during her time back in the city. It is a well-paced novel that doesn't preach. It is simply a book to sit down and relax with. I hope you enjoy it as much as I did.

**Turn over page**

**Task 2****Questions 7-10**

Five sentences are missing from the text on page 5. Look at the following sentences and decide which one best fits each gap. Circle the letter of your answer **on your answer sheet**. There is an example (A). There is one sentence you do not need.

- A (Example) ~~Attenborough was interested in the natural world from an early age.~~
- B By 2000, the tone of Attenborough's programmes was clearly different.
- C Finally, he was offered a position as a producer on non-fiction broadcasts.
- D This passion for the natural world continued into his early adulthood.
- E He explored many countries while filming the animals in their natural habitat.
- F However, his presenting role was interrupted while he worked in management.

**Questions 11-13**

Choose the letter of the best answer and circle it **on your answer sheet**.

- 11. According to paragraph three, David Attenborough
  - A edited children's science books for the BBC
  - B applied for jobs while he was editing science books
  - C edited children's science books at university
- 12. According to paragraph four, he
  - A always wanted to be a presenter
  - B became ill when he was a presenter
  - C presented a programme to solve a problem
- 13. According to paragraph seven
  - A Attenborough has stopped presenting programmes
  - B some species of plants and animals are called 'Attenborough'
  - C he names new species and fossils when they are discovered

**Questions 14-16**

Choose the letter of the answer which best matches the meaning of each word as it is used in the text. Circle the letter **on your answer sheet**.

- 14. In paragraph one, **comprehensive** means
  - A difficult
  - B detailed
  - C clever
- 15. In paragraph five, **innovative** means
  - A new
  - B quiet
  - C expensive
- 16. In paragraph six, **assessed** means
  - A weighed
  - B approved
  - C examined

## A life reporting the natural world

### Paragraph one

Sir David Attenborough was born in London in 1926 and is best known as a broadcaster and naturalist. He has written and presented several **comprehensive** TV series which form a complete guide to all life on earth. He grew up in Leicester where his father was a university principal.

### Paragraph two

          **A (Example)**          . He spent his childhood collecting fossils and stones, creating his own mini museum. He spent as much time as he possibly could in the grounds of the university, and also in lecture theatres, where he was inspired by speakers on flora and fauna.

### Paragraph three

          **7.**          . He obtained a degree in natural sciences at Cambridge University and went on to work as an editor for children's science textbooks. He soon lost interest in this, and started sending off numerous applications for jobs at the BBC.

### Paragraph four

          **8.**          . He went on to produce natural history programmes, primarily about animals. He had never intended to be in front of the camera but on one occasion he was asked to take over when the presenter became ill, and his presenting career began.

### Paragraph five

          **9.**          . Although highly successful in his new position, he preferred making programmes and became a freelance broadcaster. Over the next few decades, he travelled the world making award-winning wildlife documentary series. His programmes were praised for their **innovative** filming techniques which allowed viewers to see the natural world as never before.

### Paragraph six

          **10.**          . They had a more obvious environmental message, containing interviews with conservationists and including scientific evidence which **assessed** man's impact on the environment due to global warming and over-population.

### Paragraph seven

As well as presenting, Attenborough is a patron of a variety of environmental charities, writes for a wildlife magazine and is actively involved in conservation and campaigning. His programmes and contributions to broadcasting have brought him international recognition, titles and awards. He's even had newly discovered species and fossils named after him!

Turn over page

**Task 3**

Texts A-E on pages 8-10 are all related to each other. You need to use all five texts to answer the following questions.

**Questions 17-19**

There are five texts, A-E. Decide which text matches each of the purposes below and circle the letter of the text **on your answer sheet**. One of the texts does not have a purpose listed below.

Example: to get information about someone applying for a post B

17. to ask someone to do a job for a longer period of time .....
18. to make a colleague feel better about the move .....
19. to encourage people to apply for temporary posts .....

**Questions 20-21**

Choose the letter of the best answer and circle it **on your answer sheet**.

20. Text A uses formal language. This is because
- A it is addressed to individual colleagues
  - B it is an official email to company employees
  - C it is giving information about the office move
21. Text D is a list of instructions. We know this because
- A it is addressed to all staff
  - B the sentences are numbered
  - C it has a heading in capital letters

**Questions 22-27**

Look through all of the texts to find the answer to the questions below. Choose the letter of the best answer and circle it **on your answer sheet**.

22. The purpose of the picture in the instructions is to
- A prevent staff from trying to lift a heavy box
  - B show staff how to lift a box in the right way
  - C demonstrate what might happen if you lift a box
23. In text B you have to
- A write a long description of your skills
  - B give your home contact details
  - C say why you want the position
24. Aziza Salib works for
- A the IT Department
  - B Customer Support
  - C Human Resources

- 25.** Who holds the highest position?
- A Zara Bryant
  - B Carlo Cardinale
  - C Andrea Garibaldi
- 26.** If you will need paperwork when you first move, you should
- A put it in a blue box
  - B put it in a red box
  - C put it in a yellow box
- 27.** Aziza has been worried about
- A her new working area
  - B travelling to the new office
  - C packing up for the move

**Questions 28-30**

Choose the letter of the best answer and circle it **on your answer sheet**.

- 28. remuneration** (text A) means
- A time off
  - B thanks
  - C payment
- 29. relevant qualifications** (text B) are
- A a list of your certificates that are important for this job
  - B a list of all the exams that you have passed
  - C a list of the abilities that will be useful for this job
- 30. good practice** (text E) means
- A trying out a new system to see if it works
  - B how people should and should not behave
  - C how to get some exercise at the office

**Turn over page**

**Text A**

**To:** All Staff  
**From:** Zara Bryant, Human Resources  
**Subject:** Office Move

Dear All,

I understand that some employees are already aware that we have to leave our current office. We are now pleased to inform you that we will relocate to new offices nearer the city centre on the 21st June.

In order to make the move to the new office run smoothly, we would like to recruit staff representatives to form an Office Move Team. One of the main roles of team members would be to ensure effective communication between the management and staff on matters concerning the move, and to help resolve any problems connected to the move.

If you are interested in applying for the posts, you will find the application form on the staff website. Team members will receive **remuneration** on top of their normal salary. The duration of the contract will be for the period of the move.

We look forward to a smooth transfer to the new office.

Best Regards,

Zara Bryant, Manager

**Text B****Red Star Infotech**

Staff Representative, Office Move Team

Name:

Department:

Position:

Work Email Address:

Extension No:

**Relevant qualifications**

Reasons for applying for the post

Please briefly outline your key skills

Please outline a situation where your communication skills were successful



**Text C**

**To:** Aziza Salib  
**From:** Andrea Garibaldi  
**Subject:** The new office

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Dear Aziza,

Did you know I was chosen as a staff representative on the Office Move Team? The selection was surprisingly tough, so it was great that I got the post. Well, it's been a very interesting time and I've gained a lot of experience through it. There have been some tricky problems to deal with, but I think we are getting there. I know you have been a bit worried about the move because of having a longer journey to work, but I'm sure you'll soon get used to it – the transport connections in the area are very good.

Because I'm in the team, I've been lucky enough to get a preview of the new office. The building is amazing. It's much more modern than our current building and it was designed to be energy efficient. The best thing about it is the restaurant.

Don't worry about the move – I've seen the building and I think you'll love it. Really, Aziza, it's so much better than the office we're in now, particularly your part of the office – the Customer Support area is really nice.

Let me know if you need any help with packing up.

Andrea (IT Department)

**Turn over page**

## Text D

## IMPORTANT NOTICE TO ALL STAFF

Please read the points below, in order to ensure a smooth transfer to the new office:

1. Put any unwanted paperwork in the red boxes for safe disposal.
2. Scan any essential documents and keep a copy on your computer.
3. Pack any documentation for immediate use in the blue boxes provided.
4. Pack any documentation for longer-term use in the yellow boxes provided.
5. Label all boxes with the official labels provided by the removal company.
6. Leave all boxes by your desk. The removal team will do all lifting.
7. Remove all personal belongings from your desk.

Thank you for your cooperation.

The Management, Red Star Infotech



Do not lift

## Text E

## Red Star Infotech

Dear Andrea,

I just want to say how much I appreciate the important role you played as a member of the Office Move Team in helping to make the move to the new offices a successful one. I know that the organisation of the move was difficult at times, but from what I have seen, there were no major problems. It was essential that we had people like you available to help members of staff who had concerns about the move, and I know that you were particularly active in this area.

I would like to ask you a favour. Would you be able to continue in the role of Staff Representative for the next two months? There may be some issues that still need solving until everyone is settled into the new office. I would also like you to give some training sessions on **good practice** in an open-plan office, as this will be new (and perhaps difficult) for the employees, who are used to having smaller, more private offices.

Please let me know if you are able to help out with this.

Carlo Cardinale  
Managing Director

## End of exam



