Exam task
Which notice (A–H) says this (1–5)? For questions (1–5), write the correct answer.

1. You can have this meal at any time.
2. You can only leave your car here in the afternoon or evening.
3. This place is cheaper in the evening.
4. There is someone here to help all day and night.
5. You must get to this place early.

Put the adverbs in the box in the correct order, from the most frequent (5) to the least frequent (1).

sometimes never often always usually

Rewrite the sentences with the words or expressions in brackets in the correct place.

1. I have a meeting with my boss. (weekly)
2. My brother plays tennis. (once a week)
3. Do you have breakfast? (always)
4. I drive to work. (every day)
5. I visit my sister at the weekend. (often)
6. I go to bed before midnight. (never)
7. My family eat dinner at 6 pm. (usually)
8. I have lunch at my desk. (sometimes)

Write the questions. Then listen to an interview with a university student to check your answers.

1. time | usually | get up?
2. get up | different | time | at the weekend?
3. what | eat | for breakfast?
4. how | get | university?
5. time | lessons | start?
6. where | have | lunch?
7. how many | lessons | each day?
8. time | get | home?
9. what | usually | do | evening?
10. time | go | bed?

Write your answers to five questions from Activity 3a. Use adverbs of frequency.

1. ..............................................................
2. ..............................................................
3. ..............................................................
4. ..............................................................
5. ..............................................................

Exam facts

- In this part, you read seven short texts. These are usually signs or notices.
- There are also five sentences.
- For each sentence, you have to choose the text that means the same thing.
- There are three texts that you don't need.
KEY READING AND WRITING  PART 1  2

Places and buildings

Read the descriptions. Choose the correct answer, a, b or c.

1. You go here if you want to catch a plane.
   a station   b airport   c motorway
2. People go here to watch sports such as football.
   a roundabout   b theatre   c stadium
3. You can park your car in one of these.
   a garage   b lift   c underground
4. Businessmen and businesswomen work at desks in this place.
   a elevator   b pharmacy   c office
5. Parents take their children here so they can have fun.
   a playground   b market   c car park
6. Doctors and nurses work in this place.
   a guest-house   b hospital   c factory
7. You can study lots of different subjects in this place.
   a college   b supermarket   c hotel
8. People work in this place and make things such as cars.
   a museum   b cafeteria   c factory

Exam task

Which notice (A–H) says this (1–5)?

For questions (1–5), write the correct answer.

1. Everyone needs to wear a hat in this place.
   A Swimming pool
   Take off shoes please!
   Children don’t need hats in pool

2. Speak to this person if you would like to work here.
   B Lift not working
   Please use stairs

3. You can only go out this way if you work here.
   C Guests
   Give room keys to receptionist
   before leaving the hotel

4. To get to other floors, you need to walk.
   D Door on this floor for staff only
   NO EXIT FOR VISITORS

5. You should not take these with you when you go out.
   E Factory staff and visitors
   Keep hair covered at all times

6. New staff needed. Phone manager for more information.
   F Visitors
   Walk this way around the top floor of the castle

7. Please do not make calls while in the hospital building.
   G SPORTS CENTRE
   New staff needed. Phone manager for more information.

   H Please do not make calls
   while in the hospital building
Complete the dialogue with your own words. Put ONE word in each space.

Receptionist: Good morning. Can I (1) __________ you?
Nikki: Yes please. I (2) __________ love to go to a museum. Is there one (3) __________ this hotel?
Receptionist: Yes. You can walk to it from here. Just go out of the hotel, (4) __________ left, walk for about ten minutes, and you will see it on your right.
Nikki: Thank you. (5) __________ it a big museum?
Receptionist: Yes, it’s the national museum. It’s very large, and there’s a lot to see there.
Nikki: That’s great. I want to buy some postcards. (6) __________ the museum have a shop?
Receptionist: Yes, it has a very nice shop. It (7) __________ books, and gifts – and postcards, of course.
Nikki: Thank you very much for your help.
Receptionist: You’re (8) __________ ! Just ask me if you need anything else while you’re staying here.

Exam tips

- Quickly read the seven short texts and think about where you might see them.
- Look for words or phrases in the sentences and the short texts that have the same meaning.
- Compare each sentence with each text before you choose an answer.
Complete the sentences below using words from the box.

bank   café   chemist   dentist   hotel
library   post office   tourist information

1. I’m going to the ................. to buy a stamp.
2. Is the ................. open today? I need to get some cash.
3. My tooth hurts. I think I should make an appointment with my ................. .
4. I’m going to the ................. to borrow a book about insects.
5. I’ve got my flight, but I still need to book a room in a ................. for my holiday.
6. Is there a ................. near here? I need to buy some medicine.
7. I booked a tour of the city at the ................. centre.
8. Let’s go to that new ................. . They make great hot chocolate.

Read the signs. Put the number in the correct part of the table.

<table>
<thead>
<tr>
<th>Bank</th>
<th>Tourist information centre</th>
<th>Library</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>1. Please try to return books to the correct shelf. Thank you.</td>
<td>6. Computer course for beginners. Starts Monday.</td>
</tr>
<tr>
<td>2.</td>
<td>2. Need to find a room in a hotel? We can book one for you.</td>
<td>5.</td>
</tr>
<tr>
<td>3.</td>
<td>3. Information about train and bus times at this desk only.</td>
<td>7. Lost your credit card? Call this number immediately. 970097 86809</td>
</tr>
<tr>
<td>4.</td>
<td>4. Need to borrow money today? Speak to a member of staff.</td>
<td>8. Please pay for maps in cash.</td>
</tr>
</tbody>
</table>
Exam task

Which notice (A–H) says this (1–5)?

For questions (1–5), write the correct answer.

1. Speak to this person if you want to know how much you will pay.
2. You don't have to pay for information at this place.
3. Be careful that you have enough money for this.
4. You have to pay if you don't take these back at the right time.
5. Customers can't pay with credit cards here.

A Cinema
We cannot change your seats after you've paid for tickets.

B Library members
It will cost you £1 for books you return late.

C Tourist Office
Free maps and guidebooks – come inside and ask.

D Dentist
Ask the receptionist for our price list.

E Post office
You can pay bills here. Ask staff for more information.

F Café
Cash only at this desk, please.

G Tourists
Need dollars or euros?
Buy them here – cash or credit cards.

H Petrol station
Make sure you can pay before filling your car!

Get it right!

Look at the sentence below. Then try to correct the mistake.

The weather is very beautiful and I stay often on the beach.