

# Placement Test

## Section 1: Grammar

**TIME: 30 minutes**

## Part 1

### Questions 1-5

Where can you see these notices?

For questions 1 to 5, mark one letter A, B or C on your answer sheet.

- |    |   |  |
|----|---|--|
| 1. | <div style="border: 1px solid black; padding: 5px; width: fit-content;">You can look, but don't touch the pictures.</div>                     | A in an office<br>B in a cinema<br>C in a museum |
| 2. | <div style="border: 1px solid black; border-radius: 10px; padding: 5px; width: fit-content;">Please give the right money to the driver.</div> | A in an bank<br>B on a bus<br>C in a cinema      |
| 3. | <div style="border: 1px solid black; border-radius: 15px 15px 0 0; padding: 5px; width: fit-content;">NO PARKING<br/>PLEASE</div>             | A in an street<br>B on a book<br>C on a table    |
| 4. | <div style="border: 1px solid black; border-radius: 10px; padding: 5px; width: fit-content;">Cross Bridge For Trains<br/>To Edinburgh</div>   | A in an bank<br>B in a garage<br>C in a station  |
| 5. | <div style="border: 1px solid black; padding: 5px; width: fit-content;">KEEP IN COLD PLACE</div>  | A on clothes<br>B on furniture<br>C on food      |

### Questions 6 - 10

In this section you must choose the word which best fits each space in the text below.

For questions 6 to 10, mark one letter A, B, or C on your answer sheet.

#### THE STARS

There are millions of stars in the sky. If you look (6) \_\_\_\_\_ the sky on a clear night, it is possible to see about 3000 stars. They look small, but they are really (7) \_\_\_\_\_ big hot balls of burning gas. Some of them are huge, but others are much smaller, like our planet Earth. The biggest stars are very bright, but they only live for a short time. Every day new stars (8) \_\_\_\_\_ born and old stars die. All the stars are very far away. The light from the nearest star takes more (9) \_\_\_\_\_ four years to reach Earth. Hundreds of years ago, people (10) \_\_\_\_\_ stars, like the North Star, to know which direction to travel in. Today you can still see that star.

- |     |        |        |         |
|-----|--------|--------|---------|
| 6.  | A at   | B up   | C on    |
| 7.  | A very | B too  | C much  |
| 8.  | A is   | B be   | C are   |
| 9.  | A that | B of   | C than  |
| 10. | A use  | B used | C using |

### Questions 11 – 20

In this section you must choose the word which best fits each space in the texts.  
For questions 11 to 20, mark one letter A, B, C or D on your answer sheet.

#### Good smiles ahead for young teeth

Older Britons are the worst in Europe when it comes to keeping their teeth. But British youngsters (11) \_\_\_\_\_ more to smile about because (12) \_\_\_\_\_ teeth are among the best. Almost 80% of Britons over 65 have lost all or some (13) \_\_\_\_\_ their teeth according to a World Health Organisation survey. Eating too (14) \_\_\_\_\_ sugar is part of the problem. Among (15) \_\_\_\_\_ 12-year-olds have on average only three missing, decayed or filled teeth.

- |     |           |          |            |           |
|-----|-----------|----------|------------|-----------|
| 11. | A getting | B got    | C have     | D having  |
| 12. | A their   | B his    | C them     | D theirs  |
| 13. | A from    | B of     | C among    | D between |
| 14. | A much    | B lot    | C many     | D deal    |
| 15. | A person  | B people | C children | D family  |

#### Christopher Columbus and the New World

On August 3, 1492, Christopher Columbus set sail from Spain to find a new route to India, China and Japan. At this time most people thought you would fall off the edge of the world if you sailed too far. Yet sailors such as Columbus had seen how a ship appeared to get lower and lower on the horizon as it sailed away. For Columbus this (16) \_\_\_\_\_ that the world was round. He (17) \_\_\_\_\_ to his men about the distance travelled each day. He did not want them to think that he did not (18) \_\_\_\_\_ exactly where they were going. (19) \_\_\_\_\_, on October 12, 1492, Columbus and his men landed on a small island he named San Salvador. Columbus believed he was in Asia, (20) \_\_\_\_\_ he was actually in the Caribbean.

- |     |        |            |           |          |
|-----|--------|------------|-----------|----------|
| 16. | A made | B pointed  | C was     | D proved |
| 17. | A lied | B told     | C cheated | D asked  |
| 18. | A find | B know     | C think   | D expect |
| 19. | A Next | B Secondly | C Finally | D Once   |
| 20. | A as   | B but      | C because | D if     |

### Questions 21 - 40

In this section you must choose the word or phrase which best completes each sentence.  
For questions 21 to 40, mark one letter A, B, C or D on your answer sheet.

21. The children won't go to sleep \_\_\_\_\_ we leave a light on outside their bedroom.  
A except                      B otherwise                      C unless                      D but
22. I'll give you my spare keys in case you \_\_\_\_\_ home before me.  
A would get                      B got                      C will get                      D get
23. My holiday in Paris gave me a great \_\_\_\_\_ to improve my French accent.  
A occasion                      B chance                      C hope                      D possibility
24. The singer ended the concert \_\_\_\_\_ her most popular song.  
A by                      B with                      C in                      D as
25. Because it had not rained for several months, there was a \_\_\_\_\_ of water.  
A shortage                      B drop                      C scarce                      D waste
26. I've always \_\_\_\_\_ you as my best friend.  
A regarded                      B thought                      C meant                      D supposed
27. She came to live here \_\_\_\_\_ a month ago.  
A quite                      B beyond                      C already                      D almost
28. Don't make such a \_\_\_\_\_. The dentist is only going to look at your teeth.  
A fuss                      B trouble                      C worry                      D reaction
29. He spent a long time looking for a tie which \_\_\_\_\_ with his new shirt.  
A fixed                      B made                      C went                      D wore
30. Fortunately, \_\_\_\_\_ from a bump on the head, she suffered no serious injuries from her fall.  
A other                      B except                      C besides                      D apart
31. She had changed so much that \_\_\_\_\_ anyone recognised her.  
A almost                      B hardly                      C not                      D nearly
32. \_\_\_\_\_ teaching English, she also writes children's books.  
A Moreover                      B As well as                      C In addition                      D Apart
33. It was clear that the young couple were \_\_\_\_\_ of taking charge of the restaurant.  
A responsible                      B reliable                      C capable                      D able
34. The book \_\_\_\_\_ of ten chapters, each one covering a different topic.  
A comprises                      B includes                      C consists                      D contains
35. Mary was disappointed with her new shirt as the colour \_\_\_\_\_ very quickly.  
A bleached                      B died                      C vanished                      D faded
36. National leaders from all over the world are expected to attend the \_\_\_\_\_ meeting.  
A peak                      B summit                      C top                      D apex

37. Jane remained calm when she won the lottery and \_\_\_\_\_ about her business as if nothing had happened.
- A came                      B brought                      C went                      D moved
38. I suggest we \_\_\_\_\_ outside the stadium tomorrow at 8.30.
- A meeting                      B meet                      C met                      D will meet
39. My remarks were \_\_\_\_\_ as a joke, but she was offended by them.
- A pretended                      B thought                      C meant                      D supposed
40. You ought to take up swimming for the \_\_\_\_\_ of your health.
- A concern                      B relief                      C sake                      D cause

## Part 2

### Questions 41 — 50

In this section you must choose the word or phrase which best fits each space in the texts.  
For questions 41 to 50, mark one letter A, B, C or D on your answer sheet.

#### CLOCKS

The clock was the first complex mechanical machinery to enter the home,(41) \_\_\_\_\_ it was too expensive for the (42) \_\_\_\_\_ person until the 19th century, when (43) \_\_\_\_\_ production techniques lowered the price. Watches were also developed, but they (44) \_\_\_\_\_ luxury items until 1868, when the first cheap pocket watch was designed in Switzerland. Watches later became (45) \_\_\_\_\_ available, and Switzerland became the world's leading watch manufacturing centre for the next 100 years.

- |               |            |             |            |
|---------------|------------|-------------|------------|
| 41. A despite | B although | C otherwise | D average  |
| 42. A average | B medium   | C general   | D common   |
| 43. A vast    | B large    | C wide      | D mass     |
| 44. A lasted  | B endured  | C kept      | D remained |
| 45. A mostly  | B chiefly  | C greatly   | D widely   |

### Questions 51 — 60

In this section you must choose the word or phrase which best completes each sentence.  
For questions 51 to 60, mark one letter A, B, C or D on your Answer Sheet.

#### Dublin City Walks

What better way of getting to know a new city than by walking around it? Whether you choose the Medieval Walk, which will (46) \_\_\_\_\_ you to the Dublin of 1000 years ago, find out about the more (47) \_\_\_\_\_ history of the city on the Eighteenth Century Walk, or meet the ghosts of Dublin's many writers on the Literary Walk, we know you will enjoy the experience. Dublin City Walks (48) \_\_\_\_\_ twice daily. Meet your guide at 10.30 a.m. or 2.30 p.m. at the Tourist Information Office. No advance (49) \_\_\_\_\_ is necessary. Special (50) \_\_\_\_\_ are available for families, children and parties of more than ten people.

- |                  |             |           |            |
|------------------|-------------|-----------|------------|
| 46. A introduce  | B present   | C move    | D show     |
| 47. A near       | B late      | C recent  | D close    |
| 48. A take place | B occur     | C work    | D function |
| 49. A paying     | B reserving | C warning | D booking  |
| 50. A funds      | B costs     | C fees    | D rates    |

### Questions 51 — 60

In this section you must choose the word or phrase which best completes each sentence. For questions 51 to 60, mark one letter A, B, C or D on your answer sheet.

51. If you're not too tired we could have a \_\_\_\_\_ of tennis after lunch.  
A match                      B play                      C game                      D party
52. Don't you get tired \_\_\_\_\_ watching TV every night?  
A with                      B by                      C of                      D at
53. Go on, finish the dessert. It needs \_\_\_\_\_ up because it won't stay fresh until tomorrow.  
A eat                      B eating                      C to eat                      D eaten
54. We're not used to \_\_\_\_\_ invited to very formal occasions.  
A be                      B have                      C being                      D having
55. I'd rather we \_\_\_\_\_ meet this evening, because I'm very tired.  
A wouldn't                      B shouldn't                      C hadn't                      D didn't
56. She obviously didn't want to discuss the matter so I didn't \_\_\_\_\_ the point.  
A maintain                      B chase                      C follow                      D pursue
57. Anyone \_\_\_\_\_ after the start of the play is not allowed in until the interval.  
A arrives                      B has arrived                      C arriving                      D arrived
58. This new magazine is \_\_\_\_\_ with interesting stories and useful information.  
A full                      B packed                      C thick                      D compiled
59. The restaurant was far too noisy to be \_\_\_\_\_ to relaxed conversation.  
A conducive                      B suitable                      C practical                      D fruitful
60. In this branch of medicine, it is vital to \_\_\_\_\_ open to new ideas.  
A stand                      B continue                      C hold                      D remain

# Placement Test

## Section 2: Reading

**TIME: 45 minutes**

## Part 1

### Questions 1 – 13

You are going to read a magazine article about careers advice. For Questions 1-13, choose from the people (A-D). The people may be chosen more than once. When more than one answer is required, these may be given in any order. There is an example at the beginning (0)

**Which of the people suggest the following?**

- A THE WRITER
- B DONNA LANEY
- C JULIET GREENE
- D AMANDA MARGETTS

I wasn't keen on what was suggested.	0	D
I couldn't see how the tests could provide the necessary information.	1.	
I have a different attitude since making some changes.	2.	
I discovered a skill I didn't know I had.	3.	
Careers advice proved me right about my choice of job.	4.	
I would have made my career change without advice.	5.	
I could have got the same advice from people I already know.	6.	
I found my performance in some tests a bit disappointing.	7.	
Circumstances gave me the chance to reconsider my career choice.	8.	
I have recommended a particular careers service to others.	9.	
I heard things I was already aware of.	10.	
I'm about to make a major change.	11.	
I felt under pressure in the tests.	12.	
One of the techniques helped me a lot.	13.	

# Careers Advice

*You're not happy in your job at the moment, but you don't know how to change? Kitty Doherty gives some good advice.*

The answer for more and more people who want to change their job is to turn to a careers adviser. You will be asked to write a brief history of yourself and then sit through a number of tests known as 'psychometrics'. A summary of the findings is then given and various careers are suggested, as well as the possible retraining needed.

I decided to try out Career Analysts, one of the largest organisations giving career advice. Taking the careers test was like being back in my science exams. I was with a group of about ten people and we were answering questions against the clock. I had to remember that it wasn't about passing or failing. It was hard to see how the psychometrics would give an accurate picture of me. They involved things like picking out mistakes in lists of names and numbers and matching up similar shapes in a set.

I then had a long chat with an adviser and from this, plus the results of the test, he produced a report giving his observations and recommendations. I agreed with most of the adviser's conclusions, though I was a little dismayed to find out that I had done quite badly in the scientific, technical and practical tests. I am sure that a lot of sick people are glad that I never became a nurse. It was reassuring, though, to be told that I had made the correct decisions as far as journalism was concerned.

Rethinking your career needn't involve a massive change of direction. Last March, after working as a marketing manager with a large insurance company for five years, **Donna Laney**, 25, lost her job. Her friends suggested she go to Career Analysts for help. 'Losing my job was the perfect opportunity for me to take a step back and look at my career to date. I wanted to re-examine the skills and interests I have,' says Donna. Some of the results were surprising. 'I hadn't realised that I had such a gift for design. But in the end I had to balance the cost of retraining in design against my financial commitments,' she says. Other suggestions were put forward, such as taking a year off and working in the Far East.

'I decided to use the skills I already had and move into something more suited to me than insurance. I am now working as a Public Relations officer. I am sure I would have got to this point without Career Analysts but they helped me realise, objectively and independently, what I definitely wanted to do. I have sent half a dozen friends there, who are all happy with the service.'

There are those who feel that they definitely would not have got to that point without help. A visit to Career Counselling Services led 26-year-old **Juliet Greene** to make some life-changing decisions. 'After working for a major bank for six years, I decided my job was dull and I needed a new challenge. I had no idea what I wanted to do so I went to Career Counselling Services with a completely open mind. I took the tests, which showed I was interested in sciences,' she says. 'I had four sessions with an adviser. The third session was taped, which I found very useful, as you forget many of the things you say. After the fourth meeting, having listened carefully to what the results of the tests were telling me, I made the decision that I wanted to do geology and I plan to start a degree course in it later this year. I think that the advice given by Career Counselling Services was well worth the fee. I'm a lot happier now and far more positive.'

However, careers advice doesn't work for everyone. **Amanda Margetts**, a 24-year-old sales representative, says: 'I had reached a stage in my career where I didn't know where to go. I thought a careers adviser might suggest something I had never thought of. Although I was given a host of new ideas, I rejected them as they either required a substantial drop in salary or considerable retraining. I wasn't told anything about myself that I didn't know,' she says. 'You have to provide the adviser with an enormous amount of personal information and I just felt that if I had told a friend the same thing, they would have given me similar advice.'

## Part 2

### Questions 14 – 19

Read the questions below and the extract on the opposite page from a journal article about client selection.

**Which section (A, B, C or D) does each question 14 - 19 refer to?**

For each question 14-19, mark one letter (A, B, C or D). You will need to use some of these letters more than once. There is an example at the beginning (0).

It is important for a firm to follow an existing procedure.

0	C
---	---

A firm may act with undue haste if it has failed to anticipate adverse economic conditions.

14.	
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A financial outcome for a firm may be the reverse of that intended.

15.	
-----	--

It can be prudent for a firm to move into a specialty that is less affected by fluctuations in the economy.

16.	
-----	--

A bad decision may result in a drain on a firm's resources.

17.	
-----	--

It is undesirable for commercial pressures to determine the continuation or otherwise of representation.

18.	
-----	--

A firm may underestimate the requirements of an aspect of law in which it lacks experience.

19.	
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**The Prudent Course**  
**Ethical and Practical Considerations in Client Selection**

- A** Like many other segments of society, law firms keenly feel the effects of an economic downturn. Corporations carefully examine their bottom line, and ask lawyers to deliver more for less. In such circumstances a law firm has several options to increase its profitability. Seeking to enhance or establish a practice in an area of law that seems impervious to economic swings, or in an emerging area with a high demand for legal services, is one logical response. In fact, it is a most judicious response if a firm is willing to expend the resources — time and money — to become immersed in the area.
- B** Law firms with a long-range plan are generally better positioned to weather an economic downturn. A problem arises, however, when a firm, without a plan for survival, reacts precipitously when its client base and/or income begin to decrease dramatically. For example, a response of this nature may cause a firm that focuses on regulatory or transactional work —confident of its attorneys' analytical, research, and writing abilities — to decide that it is competent to begin litigation practice. Such a firm is not likely to appreciate the nuances of the practice area, the importance of being familiar with how the court systems work, and the in-depth knowledge required of the procedural and evidentiary rules.
- C** A second reaction to a weakened economy that results in fewer new clients is to keep existing clients when prudence and objectivity counsel withdrawal from a case. Another option is to become less discriminating when accepting clients. But feeling the effects of a weakened economy should not cause a firm to panic and resort to accepting clients indiscriminately. On the contrary, a firm needs to remain vigilant and adhere to its established client selection process. Likewise, if ethical or practical concerns dictate that a firm should no longer act for a client, the firm should not allow the amount of revenue it receives from the client to cloud its judgment.
- D** Failure to maintain rigorous standards for client selection can jeopardize an attorney's reputation, increase stress and decrease morale within the firm, and ultimately have a negative impact on the firm, rather than provide the remuneration the firm envisioned in entering into a relationship with an improperly screened client. If a firm has to assign lawyers to represent it in charges of malpractice, or has to retain outside counsel for that purpose, its bottom line is being adversely affected. Potentially, these lawyers will have to spend several hours each day documenting every detail of every conversation with in-house counsel, and a substantial amount of time apprising management of evolving issues and discussing how to resolve them.

### Part 3

#### Questions 20 – 25

Read the following extract from a journal article about managing the media and the questions. For each question 20 – 25, mark one letter (A, B, C or D) for the answer you choose.

### What should a law firm do if it faces a media storm?

Sensational newspaper stories about one's law firm are every senior partner's nightmare. Stray e-mails are a particularly common source of law firm embarrassment. A recent case involved London firm Head and Lister: senior associate Terry Galpin gained worldwide notoriety after an e-mail row with a secretary. MrGalpin e-mailed Cora Tomkins, asking her to pay for the cleaning of a jacket of his that she had spilled coffee on. Her outraged reply was seized upon by national newspapers. Head and Lister declined to contribute to this article, but made it clear when MrGalpin resigned from his post that he did so before the media frenzy in order to pursue long-term study plans.

According to solicitor Natalie Egan, 'Most of the recent reputational disasters in major firms have resulted from lawyers forwarding e-mails outside the firm, or gossiping to legal journalists.' She says it is good to involve staff closely in the success of a firm, and help them understand how actions that can lead to the reputation of the firm being damaged can impact adversely on staff and on their own careers. She adds that although every story should be separately assessed and an appropriate strategy devised for each one, staying silent is sometimes best. 'I advise people upset by a story that unless it is actually untrue or defamatory, they should make no comment and console themselves that it will be history in a day or two.'

Ms Egan continues, 'However, if you're actually trying to campaign for a miscarriage of justice to be corrected, you need to build support with the widest audiences, from the public through to the law officers, and to brief the media. You should never dissemble, but prepare thoroughly, brief journalists comprehensively and be prepared for the fact that changing attitudes takes time.'

David Abecia, a public relations expert, comments, 'There are times, especially with law firms, where confidentiality clauses require them to make no comment. However, if at all possible, I'd advise firms to put over their side of the story instead of saying "no comment", which always looks worse than if you've said your piece.'

MrAbecia claims he can bring a detached viewpoint to a situation that may not be as big an issue as the client thinks it is. However, he says it is imperative that he is called in early on during a story so a news management plan can be devised. 'It's all a question of packaging. A story about a law firm sacking 60 people can be disastrous, but if you put it across as a restructuring exercise, done in consultation with staff due to tough market conditions, it doesn't look quite so bad.' He says that in the last seven years, how law firms handle media enquiries has changed 'out of all recognition'. There is now much better appreciation of the power of the media, he says.

Tony Mawson, a London-based partner, has also received adverse publicity after clashes with the media. However, it doesn't concern him unduly. 'If you're in the public eye, you just have to live with it. If you don't like it, you should go and do something easier like residential conveyancing.' He says that using the UK's privacy laws or criminal libel laws in other jurisdictions can be dangerous. 'That way you could make enemies. Most of my clients have low media profiles because we don't seek conflict with editors or journalists. An editor may get a small fine for criminal libel and although you might hope it will have a deterrent effect, in reality you're just encouraging them to put their best investigative journalist onto you.' But he says the threat of a libel suit can be a good way of killing a story. Even if the writ isn't served, the story usually isn't taken up by other newspapers.

- 20 What was Head and Lister's reaction to the 'coffee stain' incident?  
A They became annoyed when they were misquoted in the press.  
B They were quick to disassociate themselves from MrGalpin.  
C They were anxious to prevent Ms Tomkins from making further comments.  
D They insisted that MrGalpin's departure had nothing to do with the press coverage.
- 21 What does Natalie Egan say about media storms?  
A Strong action should be taken against staff who leak information.  
B It is best to adopt a uniform approach when dealing with them.  
C Bad publicity will quickly be forgotten if it is ignored.  
D They tend to affect senior lawyers more adversely.
- 22 What does David Abecia suggest about confidentiality clauses?  
A They are often difficult to implement.  
B They may turn out to be counter-productive.  
C They are useful in keeping a situation under control.  
D They must be carefully drafted to be effective.
- 23 According to David Abecia, when important stories are announced to the press,  
A staff briefings need to have taken place first.  
B appropriate timing is essential in order to minimise the impact.  
C the information needs to be framed in as positive a way as possible.  
D law firms should not attempt to deal with the media directly.
- 24 What does Tony Mawson say about the media criticism that has been aimed at him?  
A He accepts it is the price he has to pay.  
B It has become unnecessarily unpleasant.  
C He tries hard not to get too unsettled by it.  
D It has made him consider doing something less demanding.
- 25 Tony Mawson says that bringing a libel action against a newspaper  
A ought to discourage it from printing damaging stories in future.  
B is only advisable for those who are not in the public eye.  
C could deter other newspapers from investigating similar stories.  
D may well do more harm than good.

## Answer Sheet

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One point for each correct answer.	
<b>Total Points Grammar</b>	

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Part 1: One point for each correct answer. Part 2 and 3: Two points for each correct answer.	
<b>Total Points Reading</b>	