

APPENDIX A

Quick Placement Test (QPT)

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

**Please leave your
room key at Reception.**

A in a shop
B in a hotel
C in a taxi
- 2

**Foreign money
changed here**

A in a library
B in a bank
C in a police station
- 3

**AFTERNOON SHOW
BEGINS AT 2PM**

A outside a theatre
B outside a supermarket
C outside a restaurant
- 4

CLOSED FOR HOLIDAYS
Lessons start again on
the 8 th January

A at a travel agent's
B at a music school
C at a restaurant
- 5

Price per night:

£10 a tent
£5 a person

A at a cinema
B in a hotel
C on a camp-site

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.

Scotland

Scotland is the north part of the island of Great Britain. The Atlantic Ocean is on the west and the North Sea on the east. Some people (6) Scotland speak a different language called Gaelic. There are (7) five million people in Scotland, and Edinburgh is (8) most famous city.

Scotland has many mountains; the highest one is called 'Ben Nevis'. In the south of Scotland, there are a lot of sheep. A long time ago, there (9) many forests, but now there are only a (10)

Scotland is only a small country, but it is quite beautiful.

6 A on

B in

C at

7 A about

B between

C among

8 A his

B your

C its

9 A is

B were

C was

10 A few

B little

C lot

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.

Alice Guy Blaché

Alice Guy Blaché was the first female film director. She first became involved in cinema whilst working for the Gaumont Film Company in the late 1890s. This was a period of great change in the cinema and Alice was the first to use many new inventions, (11) sound and colour.

In 1907 Alice (12) to New York where she started her own film company. She was (13) successful, but, when Hollywood became the centre of the film world, the best days of the independent New York film companies were (14) When Alice died in 1968, hardly anybody (15) her name.

- | | | | | |
|----|--------------|-------------|---------------|---------------|
| 11 | A bringing | B including | C containing | D supporting |
| 12 | A moved | B ran | C entered | D transported |
| 13 | A next | B once | C immediately | D recently |
| 14 | A after | B down | C behind | D over |
| 15 | A remembered | B realised | C reminded | D repeated |

UFOs – do they exist?

UFO is short for 'unidentified flying object'. UFOs are popularly known as flying saucers, (16) that is often the (17) they are reported to be. The (18) "flying saucers" were seen in 1947 by an American pilot, but experts who studied his claim decided it had been a trick of the light.

Even people experienced at watching the sky, (19) as pilots, report seeing UFOs. In 1978 a pilot reported a collection of UFOs off the coast of New Zealand. A television (20) went up with the pilot and filmed the UFOs. Scientists studying this phenomenon later discovered that in this case they were simply lights on boats out fishing.

- | | | | | |
|----|-------------|-------------|------------|-------------|
| 16 | A because | B therefore | C although | D so |
| 17 | A look | B shape | C size | D type |
| 18 | A last | B next | C first | D oldest |
| 19 | A like | B that | C so | D such |
| 20 | A cameraman | B director | C actor | D announcer |

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 teacher encouraged her students to an English pen-friend.
A should write B write C wrote D to write
- 22 They spent a lot of time at the pictures in the museum.
A looking B for looking C to look D to looking
- 23 Shirley enjoys science lessons, but all her experiments seem to wrong.
A turn B come C end D go
- 24 from Michael, all the group arrived on time.
A Except B Other C Besides D Apart
- 25 She her neighbour's children for the broken window.
A accused B complained C blamed D denied
- 26 As I had missed the history lesson, my friend went the homework with me.
A by B after C over D on
- 27 Whether she's a good actress or not is a of opinion.
A matter B subject C point D case
- 28 The decorated roof of the ancient palace was up by four thin columns.
A built B carried C held D supported
- 29 Would it you if we came on Thursday?
A agree B suit C like D fit
- 30 This form be handed in until the end of the week.
A doesn't need B doesn't have C needn't D hasn't got
- 31 If you make a mistake when you are writing, just it out with your pen.

- A cross B clear C do D wipe
- 32 Although our opinions on many things , we're good friends.
- A differ B oppose C disagree D divide
- 33 This product must be eaten two days of purchase.
- A by B before C within D under
- 34 The newspaper report contained important information.
- A many B another C an D a lot of
- 35 Have you considered to London?
- A move B to move C to be moving D moving
- 36 It can be a good idea for people who lead an active life to increase their of vitamins.
- A upturn B input C upkeep D intake
- 37 I thought there was a of jealousy in his reaction to my good fortune.
- A piece B part C shadow D touch
- 38 Why didn't you that you were feeling ill?
- A advise B mention C remark D tell
- 39 James was not sure exactly where his best interests
- A stood B rested C lay D centred
- 40 He's still getting the shock of losing his job.
- A across B by C over D through

Part 2

Do not start this part unless told to do so by your test supervisor.

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.

The tallest buildings - SKYSCRAPERS

Nowadays, skyscrapers can be found in most major cities of the world. A building which was many (41) high was first called a skyscraper in the United States at the end of the 19th century, and New York has perhaps the (42) skyscraper of them all, the Empire State Building. The (43) beneath the streets of New York is rock, (44) enough to take the heaviest load without sinking, and is therefore well-suited to bearing the (45) of tall buildings.

- | | | | |
|-----------------|-------------|--------------|--------------|
| 41 A stages | B steps | C storeys | D levels |
| 42 A first-rate | B top-class | C well-built | D best-known |
| 43 A dirt | B field | C ground | D soil |
| 44 A hard | B stiff | C forceful | D powerful |
| 45 A weight | B height | C size | D scale |

SCRABBLE

Scrabble is the world's most popular word game. For its origins, we have to go back to the 1930s in the USA, when Alfred Butts, an architect, found himself out of (46) He decided that there was a (47) for a board game based on words and (48) to design one. Eventually he made a (49) from it, in spite of the fact that his original (50) was only three cents a game.

- | | | | | | | | |
|------|---------|---|----------|---|----------|---|-----------|
| 46 A | earning | B | work | C | income | D | job |
| 47 A | market | B | purchase | C | commerce | D | sale |
| 48 A | took up | B | set out | C | made for | D | got round |
| 49 A | wealth | B | fund | C | cash | D | fortune |
| 50 A | receipt | B | benefit | C | profit | D | allowance |

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** Roger's manager to make him stay late if he hadn't finished the work.
A insisted B warned C threatened D announced
- 52** By the time he has finished his week's work, John has hardly energy left for the weekend.
A any B much C no D same
- 53** As the game to a close, disappointed spectators started to leave.
A led B neared C approached D drew
- 54** I don't remember the front door when I left home this morning.
A to lock B locking C locked D to have locked
- 55** I to other people borrowing my books: they always forget to return them.
A disagree B avoid C dislike D object
- 56** Andrew's attempts to get into the swimming team have not with much success.
A associated B concluded C joined D met
- 57** Although Harry had obviously read the newspaper article carefully, he didn't seem to have the main point.
A grasped B clutched C clasped D gripped
- 58** A lot of the views put forward in the documentary were open to
A enquiry B query C question D wonder
- 59** The new college for the needs of students with a variety of learning backgrounds.
A deals B supplies C furnishes D caters
- 60** I find the times of English meals very strange – I'm not used dinner at 6pm.
A to have B to having C having D have

APPENDIX B
Writing Pretest

Apology for not doing homework

APPENDIX C

Assignments

- 1- apologize for missing or being late for a meeting
- 2- apology for not coming to work (formal)
- 3- apology for getting angry (informal)
- 4- apologizing for billing issue

APPENDIX D
Writing Posttest

Chose one of the Apology letter topic and write the letter.

- 1- Apology letter for forgetting to invite you.
- 2- car accident apology letter.
- 3- apologize for a missed deadline.
- 4- apology letter to client for poor performance.

APPENDIX E

Sample of pretest, assignments and posttest

Apologize for not doing homework

Anita Amini

Dear master ,

I am So Sorry that I didnt do my home work.s
This week was a really busy week for me . I had
alot of work for doing . I thought that I would
do it at the last time but I Couldnt.

In future I will manage my time better . and
I will do it so better

Sincerely.

Apology For getting angry

Dear Anna,

I am Sorry because of I got angry yesterday. you know, this week was a extremely bad week for me and nothing was did just as I wanted and everything was against my expected. So when you insisted to travelling with me and I rejected that and you insisted repeatedly So I lost my Control and I got angry. I know that I shouldnt become angry and I should control myself. So I have a suggestion Due to its amends, I wanna ask you to travel with me in this weekend and I hope, you accept it.

let me to apologize again for getting angry. Take Care.

you have to write more to the point

Sincerely,

Abita Abini

Apologizing for Billing Issue.

Dear Customer,

We are extremely sorry about this billing error. Of course, that is our mistake. But as you know, this store is really great and each of our Co-workers are so busy and sometimes these kind of events happen and actually it's impossible to prevent errors completely. But thank you for letting us know about this error. We will solve your problem and we can assure you that it doesn't happen again. If you find any error in the future, we will be happy to rectify that for you. Again, I'd like to apologize about happening this error.

excellent

Sincerely,

Anita Amini

Apology for not coming to work

Dear Boss,

I am sorry about not coming to work on Sunday. I know this is my fault, and I should be responsible but actually, Sunday I was ill and I couldn't move, I had a really bad headache and fever. I know all of my works delayed and I promise, I will do all of them to the best form on this weekend for its amends. I want to apologize again for not coming to work.

Sincerely,

the letter should be more to the point

Anita Amini

Anita Amini

Apologize for missing or being late for a meeting

Dear friend;

I apologise because of being late. I had a problem with my neighbour. he parked his car in front of my parking. and I couldn't move. his key also was lost and it took a lot of time.

I know it's important for a person to be on time for a meeting or anything else. and I accept my wrong.

I'm so sorry due to this and I hope don't happen anything else like this, in the future.

Sincerely,

the letter is lack of propose an alternative plan

Anita Amini

- 1-Apology letter for forgetting to invite you.
- 2-car accident apology letter.
- 3-apologize for a missed deadline.
- 4-apology letter to client for poor performance.

Dear sir,

I'm So sorry because of accident that we had yesterday.
you know, I'm areally Carefull driver but my Car brake were not
working well and I lost my Control. I know this is my mistake
and I promise that sth like this dont happen again.
I ~~would~~ would appreciate if you let me to pay your medical
bills I ^{will be} ~~get~~ happy to get ~~it~~ its bills.

Again, I wanna say Sorry because of this accident.

SinCerely