

**Key skills communication
Adult literacy
Level 1**

Practice Test Paper J

YOU NEED

- This test paper
- An answer sheet

You may **NOT** use a dictionary

Do NOT open this paper until you are told to do so by the supervisor

There are 40 questions in this test

Total marks available: 40

Try to answer ALL the questions

YOU HAVE 1 HOUR TO FINISH THE TEST

INSTRUCTIONS

- Make sure your personal details are entered correctly on the answer sheet
- Read each question carefully
- Follow the instructions on how to complete the answer sheet
- At the end of the test hand in the question paper, your answer sheet and all notes to the supervisor

REMEMBER: YOU HAVE 1 HOUR TO FINISH THE TEST

Note for learners and tutors. This is a practice test that has been put together using questions similar to those that you would find in a "live" Key skills communication or Adult literacy test. The layout of the test is also the same as that used for a live test.

Questions 1 to 5 are about the following draft article on lighthouses.

Lighthouses

Souter Lighthouse is a National Trust property in South Tyneside.

In the beginning early sailors depended only on wind and tides. They needed fires lit on the coast to help guide them away from danger in the dark. Then, about 200 years ago, the first permanent lighthouses were built. They were lit with candles and wood or coal fires and later with gas and oil lamps, and even later with more environmentally-friendly electricity during storms the bright lights were very useful to ships. Souter Lighthouse is one of the oldest lighthouses on the North East coast of Britain.



line 1
line 2

line 3
line 4
line 5
line 6
line 7
line 8
line 9
line 10

- 1 The **main** purpose of this article is to
 - A advertise the National Trust
 - B highlight an environmental problem
 - C promote interest in Souter lighthouse
 - D prevent shipwrecks on the North East coast

- 2 According to the article, lighthouses helped sailors to
 - A cope with the winds and the tides
 - B see where the coast was in the dark
 - C deal with very stormy weather
 - D avoid other ships in the dark

- 3 Which of these were used in the first lighthouses?
 - A gas lamps
 - B candles
 - C oil lamps
 - D electric lights

- 4 There is a spelling mistake on
- A line 3
 - B line 4
 - C line 6
 - D line 8
- 5 A full stop and capital letter are missing on
- A line 4
 - B line 5
 - C line 7
 - D line 8

Questions 6 to 10 are based on the following draft document.

Halfway Home for Hedgehogs



Halfway House cared for 120 small mammals last year and 84 of these were hedgehogs.	line 1
About 700 hedgehogs have arrived since 1993 including 300 very young hedgehogs brought to us because their mothers had been killed, maybe in road accidents.	line 2 line 3
Older hedgehogs often arrive with injuries caused by dog bites or garden tools. They have sometimes been trapped in drains or caught in netting.	line 4 line 5
Hedgehogs are night creatures. Any hedgehog found during the day is usually in trouble. Putting it into a cage will only distress it. Put it in a box which has air holes. Use torn up newspaper as bedding. The box should have a secure lid as hedgehogs are remarkable escape artists, even when ill.	line 6 line 7 line 8 line 9

- 6 According to the document, very young hedgehogs may be taken to Halfway House because
- A they have been bitten by dogs
 - B they have been in a road accident
 - C their mother has been killed
 - D they have been caught in netting

- 7 How many hedgehogs did Halfway House deal with last year?
- A eighty four
 - B one hundred and twenty
 - C three hundred
 - D seven hundred
- 8 Following the guidance in the article, someone who finds a sick hedgehog should
- A put it in a box without a lid
 - B put it in a cage
 - C wrap it in newspaper
 - D put it in a box with a lid
- 9 This document can best be described as
- A a letter
 - B an article
 - C an essay
 - D a memo
- 10 There is a spelling mistake on
- A line 2
 - B line 3
 - C line 6
 - D line 8

Questions 11 to 15 are based on the following draft document.



Computer Buys for Wise Guys

Before buying any computer equipment, have you thought about hidden costs

line 1

For example, ink jet printers usually print in both black and colour and are cheaper to buy than laser printers - some cost as little as £70. However, the ink tends to be used up quickly and replacements cost £17. Laser printers cost more to buy and the toner costs about £50 but the toner lasts a long time, so running costs are lower. Colour lasers cost £1,000 or more.

line 2

line 3

line 4

line 5

Software may include:

line 6

- a word processing package for dealing with text
- a spreadsheet package dealing with calculations
- a database package for storing and sorting information
- a desktop publishing package for producing posters and greeting cards

line 7

line 8

line 9

line 10

It is better not to use cash or a debit card to pay for your computer. A credit card is better than paying by cheque because all purchases over £100 should be covered by the card company's insurance scheme.

line 11

line 12

line 13

11 According to the document, inkjet printers are

- A** cheaper to buy than lasers but they only print in black and white
- B** cheaper to buy than lasers but they are more expensive to run
- C** more expensive to buy than lasers but they can print in colour
- D** more expensive to buy than lasers but they are cheaper to run

- 12 Which software is needed to calculate the amount spent each month on bills?
- A desk top publishing
 - B a database
 - C word processing
 - D a spreadsheet
- 13 The article states that toner for a laser printer costs approximately
- A £17
 - B £50
 - C £70
 - D £1,000
- 14 According to this passage, the best way to pay for a computer is with
- A a credit card
 - B a debit card
 - C cash
 - D a cheque
- 15 Which of the following lines contains a punctuation error?
- A line 1
 - B line 5
 - C line 11
 - D line 12

Questions 16 to 19 are about the following draft document.

Speeding....some questions answered			
Q. I've heard that speed cameras never have film in. Is that true?			line 1 line 2
A. No the most common type of camera is called a <u>Gatso</u> and is inside those big grey boxes that you see by the side of the road. About one in eight cameras has film in.			line 3 line 4 line 5
Q. A mate of mine claims he has a gadget that stops police seeing his number plate. Will that protect me?			line 6 line 7
A. No, these devices are illegal to fit and don't even work. If you are found with one of these fitted you could face being charged with attempting to pervert the course of justice.			line 8 line 9 line 10
Did you know that if you get six points within the first two years of passing your test you have to take the test again			line 11 line 12
<u>Offence</u>	<u>Fine</u>	<u>Penalty Points</u>	
Miles per hour over the speed limit			
up to 15mph	£44	3	
16mph to 25mph	£45 to £100	4	
26mph to 35mph	£45 to £200	5 or 6	
36mph or more	£67 to £300	Disqualification for one month to twelve months	
(Table correct as of March 2000)			

- 16 A driver is caught at 25 mph over the speed limit. How many penalty points is he or she given?
- A 3
B 4
C 5
D 6
- 17 A driver is disqualified for one month. How much is the fine he or she has to pay?
- A £44
B £45-£100
C £45-£200
D £67-£300

18 Which words can be used instead of the word 'illegal' in line 8?

- A extremely hard
- B against the law
- C very expensive
- D not straightforward

19 On which line is there a spelling mistake?

- A line 1
- B line 6
- C line 9
- D line 10

20 On which line is there a question mark missing?

- A line 1
- B line 7
- C line 10
- D line 12

Questions 21 to 24 are based on a draft leaflet.

WE'RE OFF OUR TROLLEY!



FRESHCO SUPERMARKETS

140 The Kingsway, Cardiff

invite you to a special shopping day on Saturday 28 February.

For more details phone us on 0573 455 811.

9.00 – 10.30	FREE FOOD TASTINGS
10.30 – 12.00	FREE WINE TASTINGS
3.00 – 4.00	COOKERY DEMONSTRATION
4.00 – 5.00	10% OFF EVERYTHING IN STORE!
5.00 – 6.00	HALF PRICE AFTERNOON TEA IN OUR IN-STORE RESTAURANT

PLUS ... Every customer will be entered in our FREE prize draw, with an unbelievable top 4 holiday prizes:

- a 7-day walking tour of Tuscany
- a 10-day self-catering holiday in Majorca
- a 7-day skiing holiday in Austria
- a 10-day camping holiday in Brittany.

No forms to fill in, boxes to tick or slogans to write – all you need to do is make a purchase however small and we will make a draw entry in your name.

(For information about our other services, weekly special offers and our Early Bird scheme, write for an information leaflet to the above address, e-mail us on www.Freshco.com or visit our website.)

21 To enter the Freshco prize draw a customer must

- A buy an item
- B write a slogan
- C tick a box
- D fill in a form

- 22 One of the prizes in the prize draw is a
- A 7-day self-catering holiday in Austria
 - B 10-day camping holiday in Brittany
 - C 7 day walking tour in Majorca
 - D 10-day skiing holiday in Tuscany
- 23 Customers can find out more about the Freshco special shopping day by
- A sending an e-mail
 - B writing a letter
 - C visiting the website
 - D making a phone call
- 24 Which of the following underlined words used in the leaflet contains a spelling error
- A Febuary
 - B details
 - C write
 - D address

Questions 25 to 28 are about the following draft information.

SEVEN DAY OUTLOOK	
	line 1
All of Britain, except the north of Scotland, will see heavy rain moving northwards on Monday. Northern Ireland will be rather cloudy, but should stay largely dry. It will become briefly windy throughout the English Channel. It is expected to feel particularly cold outdoors everywhere.	line 2 line 3 line 4 line 5 line 6
It will continue very unsettled on Tuesday with all parts at risk of spells of rain. Rain will affect much of England and Wales on Wednesday. Scotland and Northern Ireland will be bright with showers, but it is expected to feel cold as the winds back northerly.	line 7 line 8 line 9 line 10
Brisk northerly winds will make it feel rather cold across eastern Britain on Thursday and a few showers are likely. Elsewhere it will be dry with spells of sunshine.	line 11 line 12 line 13
All parts will be fine on Friday with some sunshine and only light winds.	line 14 line 15
The weekend will be wet and windy throughout mainland Britain.	line 16

25 This information is a

- A set of instructions
- B short report
- C daily memo
- D weekly forecast

26 On Thursday the wind in eastern Britain is expected to come from

- A the north
- B the south
- C the east
- D the west


27 On which day will it be safest to go out without an umbrella in any region of Britain?

- A Monday
- B Tuesday
- C Thursday
- D Friday

28 There is a spelling mistake in the first paragraph. It is on

- A line 2
- B line 3
- C line 4
- D line 5

Questions 29 to 31 are based on the following draft information.

THE CELEBRITY RESTAURANT	line 1
Marine Parade Mumbles	line 2
	line 3
THE DYLAN ROOM	line 4
Lunch (12.30 – 2.00 pm)	line 5
Three courses - £10	line 6
Children under 12 - £5	line 7
Dinner (7.00 – 8.30 pm)	line 8
Two courses - £10.50	line 9
Three courses - £14.00	line 10
Children under 12 - £6	line 11
THE BEATLES BAR	line 12
A range of bar lunches served to order, from £3 for adults	line 13
Children's lunch - £1.50	line 14
Fresh fish served daily	line 15
If you cannot find what you require on our menu, before choosing another item, ask for the chef who will do his best to provide the special dish you want.	line 16
There are regular dinners with theme evenings every Wednesday commencing at 8.00 pm. Adults only.	line 17
Phone us on 01782 457 709 or write to the manager at the address above to reserve a table.	line 18
	line 19

29 In the Dylan Room a customer can buy

- A lunch for £1.50
- B a child's lunch for £6
- C a two course lunch for £10
- D a three course dinner for £14

30 Children are not served

- A lunch at the Dylan Room
- B lunch at the Beatles Bar
- C dinner at the Dylan Room
- D dinner on theme evenings

31 There is a spelling error on

- A line 15
- B line 16
- C line 17
- D line 19

Questions 32 to 35 are about the following draft document.

COUNTRY PRIDE PARK	
The following events are just a few of the wide range of festive and holliday programmes we have lined up for this year.	line 1 line 2
For a full events list please telephone our special events hotline on 0639 98 1444.	line 3 line 4
(Note: we are unable to deal with questions on our standard line or to answer written queries).	line 5 line 6

Saturday/Sunday 30/31 March	Mountain Bike Club Easter Race
Sunday 31 March	Craft Fair*
Sunday 21 April	Mountain Bike of Wales National Championships
Monday 6 May (bank holiday)	Charity Fun Day
Friday-Monday 24-27 May	Antique Fair*
Monday 27 May (bank holiday)	Family Entertainment 2.30 pm
Saturday 1 June	Junior Mountain Bike Ride
Saturday/Sunday 1/2 June	Clown Kev, 2.30 pm daily
There will be a puppet show for children, Monday – Thursday 3 – 6 June at 10am – 11am and 2.30pm – 3.30pm daily	
* A star against an event indicates that a special charge is made.	

32 On which day is a special charge made?

- A Saturday 30 March
- B Monday 6 May
- C Saturday 25 May
- D Saturday 1 June

- 33 When can the puppet show for children be seen?
- A Monday 3 June at 1.30 pm
 - B Tuesday 4 June at 1.00 pm
 - C Wednesday 5 June at 9.00 am
 - D Thursday 6 June at 10.00 am
- 34 To find more information about Country Pride Park's holiday events
- A telephone them on their standard line
 - B write them a letter
 - C telephone their hotline number
 - D send them a memo
- 35 There is a spelling mistake on
- A line 1
 - B line 2
 - C line 3
 - D line 6

Questions 36 to 40 are about the following draft document.

ALL-SEEING CATS-EYES	
Motorists in Britain must prepare for a new kind of cats-eye in the road. It will not just reflect there headlights and so help them to drive in the dark. The new cats-eye will act as a spy.	line 1 line 2 line 3
A British company _____ a cats-eye that can photograph car number plates and so make a record off speeding drivers. The cats-eye will be powered by the sun and contain a tiny camera.	line 4 line 5 line 6
These cameras will be linked to boxes at the side of the road. The pictures will then be sent to new computers at police headquarters. This will help the police to catch speeding drivers and control the traffic on our roads.	line 7 line 8 line 9 line 10

- 36 What will be inside the new cats-eye?
- A a picture
 - B a computer
 - C a camera
 - D a number plate
- 37 Where will the new computers be?
- A at police headquarters
 - B in the cats-eye
 - C in tiny cameras
 - D at the roadside
- 38 Which one of these words is used incorrectly in the passage?
- A there (line 2)
 - B contain (line 6)
 - C speeding (line 9)
 - D control (line 9)

- 39 Which one of these best fits in the gap in line 4?
- A have invented
 - B had invented
 - C has invented
 - D as invented
- 40 Which one of these words is used incorrectly in the passage?
- A new (line 1)
 - B to (line 2)
 - C off (line 5)
 - D on (line 10)

End of test