

**Key skills communication  
Adult literacy  
Level 2**

**Practice Test Paper J**

**YOU NEED**

- This test paper
- An answer sheet

You may NOT use a dictionary

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**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**

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**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**

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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 based on the following draft document.

<b>TO BIKE OR NOT TO BIKE?</b>	line 1
Perhaps the most common reason people give for not cycling is safety in traffic. However, even in large cities, the health benefits of regular cycling are more likely to outweigh the risk of being injured in an accident and it's often the fastest and most reliable way to travel.	line 2 line 3 line 4 line 5
In large cities, journeys of less than 5 miles (8km) can be made more quickly and easily by bike. And if we cycled for just some of those journeys we would be helping to reduce congestion and pollution.	line 6 line 7 line 8
All the health professionals agree that cycling is good for you. Regular cyclists have a fitness level equivalent to someone ten years younger and the risk of heart disease is significantly reduced. Contrary to popular belief, if you are sitting in a car, you are exposing yourself to higher levels of vehicle pollution than if you're on a bike.	line 9 line 10 line 11 line 12 line 13
The risk of having an accident is real, but often overstated. It is not as great as you may fear. In fact, a cyclist is seriously injured only once every 185,000 cycling miles (300,000 cycling kilometres).	line 14 line 15 line 16
So look out for the blue and white cycle route signs. Cycling is the fastest way to get around town, efficient, good for your health, environmentally friendly and of course it can be great fun!	line 17 line 18 line 19

1 Which of the following statements best sums up this article?

- A cars cause major pollution in cities
- B cyclists should do at least 8km a day
- C cycling is fast, healthy and clean
- D city traffic is very dangerous

- 2 The **main** purpose of this article is to
- A explain the dangers of driving
  - B describe the fun of cycling
  - C persuade people to cycle
  - D explain the dangers of cycling
- 3 According to the article, the risk of being injured in a cycling accident
- A outweighs the health benefits
  - B is seriously high in cities
  - C more likely in traffic
  - D is often exaggerated
- 4 There is a spelling mistake on
- A line 4
  - B line 8
  - C line 11
  - D line 18
- 5 The phrase 'equivalent to' on line 10 means
- A the same as
  - B different from
  - C more than
  - D similar to

Questions 6 to 9 are based on the following draft text.

<u>Museums in London</u>		
		line 1
<b><u>Arsenal Museum.</u></b> <i>Avenall Road, London N5. Arsenal station. Open May –July, 9.30am-4pm</i>		line 2
<i>Fri, Sat; Aug-Apr, 9.30am-4pm Fri. Admission £2 adult; £1 under-16, OAP.</i>		line 3
The museum tells the story of the football club. There are plenty of old photos and mementoes		line 4
_____ the high spot is a 20 minute film with all the great moments in Arsenal’s illustrious		line 5
history.		line 6
<b><u>Bank of England Museum.</u></b> <i>Bartholomew Lane, London EC2. Bank station. Open Apr-Sept.,</i>		line 7
<i>10am-5pm Mon-Fri; 11am-5pm Suns &amp; Bank Holidays. Open Oct-Mar, 10am-5pm Mon-Fri.</i>		line 8
<i>Admission free.</i>		line 9
The Bank has just celebrated its third centenary. The huge building covers three acres of		line 10
central London. Only the outside walls remain of the first Bank on this site, as it was sadly		line 11
demolished in an enlargement carried out between the wars.		line 12
<b><u>Bethnal Green Museum of Childhood.</u></b> <i>Cambridge Heath Road, London E2. Bethnal</i>		line 13
<i>Green station / 8, 106, 53 bus. Open 10am-5.50pm Mon-Thur, Sat; 2.30-5.50pm Sun.</i>		line 14
<i>Admission free.</i>		line 15
This museum was built in 1872 for the benefit of people living in the East End of London. It		line 16
now displays a colourful collection of historic dolls and dolls’ houses, trains, cars, toy		line 17
soldiers, puppets, toy theatres and children’s games.		line 18
<b><u>Canal Museum.</u></b> <i>12/13 New Wharf Road, London N1. King’s Cross station. Open 10am-</i>		line 19
<i>4.30pm Tue-Sun. Admission £2 adult; £1.25 children, students, OAP, unwaged.</i>		line 20
Small, interesting museum about London’s canals based in a Victorian warehouse. The		line 21
museum tells the story of the lives of the families who made their living on the canals in the		line 22
past.		line 23

6 This document is written in this way to

- A define the meanings of words
- B serve as a memorandum
- C act as notes for a guide book
- D present the conclusion of a report

7 All the places described in the document

- A have free or reduced price entry for children
- B are open every Saturday and Sunday
- C are in pre 20<sup>th</sup> century buildings
- D are open at the same times all year

8 The best word to fill the gap on line 5 would be

- A but
- B because
- C so
- D consequently

9 The word 'demolished' on line 12 could best be replaced by

- A detonated
- B damaged
- C destroyed
- D disabled

**Questions 10 to 14 are based on this draft newspaper article.**

It has already played host to one of the most dramatic real life sagas of recent years with its ill-fated Dome – a story of intrigue and disaster that fiction would be hard-pressed to better.	line 1 line 2 line 3
However, Greenwich is now to be the setting for a new soap opera, described as Ally McBeal meets Dawson’s Creek, which begins shooting in less than two weeks. Given its associations with failure, it is perhaps not surprising that the Dome won’t be granted even a walk-on part.	line 4 line 5 line 6 line 7
Instead, Night and Day, the first new soap to be commissioned by ITV for 30 years, will focus on the lives of six families living in the area. The producers are promising household names will star in the final line-up. Gareth Hunt of The Avengers, and Lesley Joseph, from Birds of a Feather, are two names being linked to the project.	line 8 line 9 line 10 line 11 line 12
The set is being constructed in two massive disused warehouses on an industrial estate in east London. There are more than 40 permanent sets, including a school and halfway house, a sign that ITV is expecting longevity from its new creation.	line 13 line 14 line 15 line 16
Night and Day however promises to be a far cry from the traditional soaps such as Eastenders and Coronation Street. Producer Chris Le Grys said: We have told the directors they can break all the rules of soaps. There will be fantasy sequences, split screens and flashbacks. It is going to be funny but there will be also a dark, gothic side to it.	line 17 line 18 line 19 line 20 line 21
The soap will probably run in a tea-time slot three times a week, and is scheduled to hit our screens in autumn.	line 22 line 23

10 What would be the most suitable headline for this article?

- A Night and Day Soap Set in West End
- B New Greenwich Soap Set to Beat Dome
- C New Soap to Star Chris Le Grys
- D New TV Soap Set in Disused House

- 11 In which section of a newspaper would you be most likely to find this article?
- A home news
  - B foreign news
  - C entertainment
  - D editorial
- 12 Two commas have been left out by mistake from
- A line 1
  - B line 6
  - C line 9
  - D line 17
- 13 The new TV soap, *Night and Day*, is to be filmed in
- A the Millennium Dome
  - B two disused warehouses
  - C an old school
  - D Dawson's Creek
- 14 The newspaper is preparing this article for publication because it
- A wants to advertise the good things about Greenwich
  - B knows people are interested in *Ally McBeal*
  - C wants to promote English soaps such as *Eastenders*
  - D wants to inform readers about a new TV soap opera

Questions 15 to 19 are based on the following draft document.

<b>The Shakespeare Express – Travel by Steam</b>			
<b>BOX A</b>		<b>To Book</b>	
Birmingham Snow Hill (depart)	10:35	14:35	When booking Shakespeare Express Tickets please specify the times of the trains you wish to travel on.
Tyseley	10:40	14:40	
Stratford-upon Avon (arrive)	11:39	15:40	For advance bookings contact one of the following telephone numbers:
Stratford-upon Avon (depart)	12:50	16:52	
Tyseley	13:35	17:37	0131 707 4696
Birmingham Snow Hill (arrive)	13:40	17:42	0131 605 7000
Talking Timetable Tel: 0131 708 2002			01889 299 866
			Tickets may be purchased on the day from a member of Shakespeare Express Staff, subject to availability.

15 This document contains

- A text and diagram
- B diagram and table
- C table and text
- D chart and table

16 The **main** purpose of this writing is to

- A inform
- B advise
- C argue
- D persuade

17 Which of the following information can you find out from the text?

- A there is a free car park at each station
- B the last train to Snow Hill arrives at 14:35
- C the return fare for each child is £3
- D it is sometimes possible to buy a ticket on the day

- 18 The **most** suitable heading in Box A is
- A Steam Train Times
  - B Fares to Stratford
  - C Trains to Birmingham
  - D Two Trains A Day
- 19 There is an error in the section titled 'To Book'. Which word has been spelt wrongly?
- A specify
  - B advance
  - C purchased
  - D availability

Questions 20 to 23 are based on the following draft document.

<b><u>LOOKING FOR SOMEWHERE TO LIVE?</u></b>	line 1
_____ offered close to college –	line 2
term time only.	line 3
Fully furnished two bed-roomed flat.	line 4
_____ no pets.	line 5
Only £160 per month incl. gas & water. Elec on meter.	line 6
Viewing highly recommended.	line 7
Interested? Contact Pete on 3130168	line 8

- 20 The document is an example of
- A a personal report
  - B an advertisement
  - C a memorandum
  - D a business letter
- 21 Which of the following statements is true?
- A There is no furniture in the bedrooms
  - B Gas, water and electricity are included in the rent
  - C The flat is only available during term time
  - D You need to ring Pete on 3130618 if interested
- 22 The correct spelling of the word that should appear on line 2 is
- A Acomodation
  - B Accomadation
  - C Accommadation
  - D Accommodation

23 The correct spelling of the word that should appear in line 5 is

- A Definitely
- B Definatly
- C Definitley
- D Defenatly

Questions 24 to 26 are based on the following information.

	Complaint	Symptoms	Treatment
1	Bites or Stings	Bite from mosquito or midge; sting from a wasp or bee leaving itchy, swollen red lumps on the skin area.	Carefully remove the sting if possible; put a cold compress against the affected area, apply a sting relief cream. Be aware that some people are allergic to bee and wasp stings.
2	Blisters	Skin is rubbed or burned, producing a bubble of liquid on the skin.	Don't burst the blister, leave it to heal. If it does burst, clean and protect it.
3	Bruises and joint swelling	Red, purple, yellow or black stain in the skin following an impact.	Apply Arnica cream to bruise and leave to heal. Apply a cold compress to swelling, elevate and wrap in crepe bandage if the swelling is around a joint.
4	Cuts or grazes	Small wound, some bleeding.	Clean the wound, apply antiseptic and put a plaster or dressing on.
5	Eye injuries	Pain in one or both eyes due to the presence of a foreign body.	Examine the eye, try to flush out the object with water or saline or lift it off with a piece of clean, moist material. Cover eye with an eye pad. If unable to remove the object, seek medical assistance immediately.
6	Minor burns and scalds	Burnt skin from exposure to heat, such as flames or steam.	Run cold water over area; remove anything that may become constrictive if the area swells; use a burn relief spray and cover with a sterile dressing.
7	Nose bleeds	Blood coming from inside of the nose.	Sit the patient upright, head slightly forward. Pinch just below the bridge of the nose for ten minutes. Continue until flow stops.
8	Splinters	Small piece of wood, metal or glass stuck in the body.	Clean the area, pull out the splinter. Squeeze the wound gently, clean and apply a plaster. If unable to remove the splinter, seek medical advice.
9	Strains or Sprains	Pain or swelling in a muscle or joint.	Rest; apply an ice compress, using a crepe bandage or pull on support bandage and elevate to reduce swelling.

24 Which of the following is **not** suggested in the document?

- A To treat a nose bleed you should pinch just below the bridge of the nose for ten minutes
- B When dealing with minor burns and scalds you should cover the area with a sterile dressing
- C A red, purple, yellow or black stain in the skin following an impact indicates bruising
- D If a blister has burst, clean and protect the affected area by applying a burn relief spray

- 25 The **main** purpose of this document is
- A to offer reassurance
  - B to provide guidance
  - C to explain procedures
  - D to describe injuries
- 26 The most accurate title for the document would be
- A Advanced Medical Training
  - B Basic First Aid Advice
  - C Medical Supplies for the Home
  - D A Dictionary of Medical Terms

Questions 27 to 30 are based on the following draft document.

Box 1

The **National Space Science Centre** in Leicester allows you to take a fascinating journey to a different world in your own lifetime! Find out if you've got what it takes to go into space and survive the blast-off, the cramped conditions and the weightlessness. See some real launches and satellites and explore a little rocket science.

Family ticket - £21.00

Box 2

At **Our Dynamic Earth** in **Edinburgh**, you can board a time machine and experience a journey of discovery that will take you from the beginning of time to the unknown future of our planet. Witness a life-size pterodactyl, a real iceberg and a volcano erupting beneath your feet, \_\_\_\_\_ by a molten lava flow, smoke and sulphurous smells. Afterwards you can cool down in a real tropical rain storm.

Family ticket - £18.50

Box 3

The largest greenhouses in the world nestled in a giant crater can be found at the **Eden Project**, east of St Austell in **Cornwall**. Explore all aspects of the relationship between plants and people and indulge your taste-buds with a delicious tropical fruit picnic.

Family ticket - £22.00

Box 4

**Munster Castle** in **Cumbria** is a real jewel. Explore the wild setting of ancient woods and soaring mountains and visit the headquarters of the World Owl Trust. Plus, find out what it's like to be the size of a mole in the millennium Meadow Vole Maze built underneath a real wild flower meadow in Munster's gardens.

Family ticket - £18.00

Box 5

Discover the secrets of life itself at World Life interactive, the spectacular new attraction at the **International Centre for Life** in **Newcastle Upon Tyne**. If you'd like to see the world's first 3D film showing a baby developing from embryo to birth or watch a live demonstration of a working brain in the Big Brain Theatre, look no further! You can also experience the world's longest continual motion ride that takes you roller-blading through tropical California and bungee jumping off the Tyne Bridge.

Family ticket - £19.95

27 Which **two** attractions would you visit to see real plants?

- A 1 and 5
- B 2 and 4
- C 2 and 3
- D 3 and 4

- 28 Which of the following is a **factual** statement?
- A The Space Science Centre allows you to take a fascinating journey
  - B You can indulge your taste buds with a delicious tropical fruit picnic
  - C You can experience the world's longest continual motion ride
  - D Munster Castle in Cumbria is a real jewel
- 29 In Box 2 there is a word missing. It is
- A accompanied
  - B accompanied
  - C accompanied
  - D accompenied
- 30 The **main** purpose of this information is to
- A persuade people to learn about life on this planet
  - B inform people about tropical climate zones
  - C promote value for money offers for families
  - D persuade people to visit these attractions

Questions 31 to 33 are based on the following information.

## Hard to avoid Nicolas Cage

**Francis Ford Coppola's nephew may be famous for playing tortured souls and wacky loose cannons, but in his latest movie Nicolas Cage takes on an altogether new challenge. Swapping handguns and leather jackets for a mandolin and an Italian army uniform, Cage plays a romantic hero in the film adaptation of a little-known book by one Louis de Bernieres**

**To Anwar Brett in What's On in London on getting to grips with Captain Corelli:**

"There were so many things I had to do and learn: how to march, how to sing opera, how to conduct, how to play the mandolin, how to talk like an Italian.

I would rehearse, do my scenes and then I would go lock myself away and try to practise. I think in some instances some might have thought I was anti-social, because I was so busy trying to get this character together in two weeks."

**To Andy Dougan in the Evening Times on the curse of Cephalonia:**

"I heard that about the island ... They say if you stay any length of time, you have bad dreams. I did have pretty violent dreams while I was there. I dreamt about soldiers killing one another, so you can read into that what you will."

**To Sarah Bailey in Time Out on being old-fashioned:**

"I think it's always sexier to leave more to the imagination than not. A lot of taste today in film-making borders on the vulgar. I think that whole kind of romantic hero who has dignity and chivalry is dead. It's not as important as it once was, but it's important to me. It's important to me to be a gentleman."

**To Xan Brooks in the Guardian on the theory that you can't be both an actor and a movie star:**

"It's just absurd. All of my favourite actors were movie stars. What makes a movie star is somebody who is one of a kind, whose voice you can imitate. Humphrey Bogart. James Cagney. Marlon Brando. Clint Eastwood. They're fascinating to watch and to listen to. That doesn't make them bad actors. That just makes them idiosyncratic and unique."

**To Andrew Billen in the London Evening Standard on thespian compulsion:**

"Acting to me is therapy. It is medicine, and that's why I think I act – out of need and necessity as opposed to just want. I think in a lot of ways it's saved me. I know that sounds dramatic but if it wasn't for it, I think I might have really had problems with the law, or anything. I could have gone the wrong way but, because I had this place to release my feelings, it kept me on track."



© The Guardian

- 31 How is this role different for Nicholas Cage?
- A he plays a tortured soul
  - B he acts in a movie, not on stage
  - C he plays a romantic hero
  - D he has to be anti-social
- 32 Nicholas Cage had to learn to do which of the following for the part?
- A march, play the mandolin, shoot a gun
  - B march, talk like an Italian, play the mandolin
  - C sing opera, speak Italian, march
  - D conduct, march, stay on his own
- 33 In the final paragraph, which of the following phrases could have been used instead of 'as opposed to'?
- A because of
  - B instead of
  - C due to
  - D as regards to

Questions 34 to 36 are based on the following draft text.

## VEHICLE EXCISE DUTY - VED - “Car Tax”

### Which cars qualify?

Brand new cars registered from 1<sup>st</sup> March 2001 will be taxed in a different way. VED (car tax) will be based on a vehicle’s carbon dioxide (CO<sub>2</sub>) emission figure and the type of fuel they use. A low CO<sub>2</sub> output means greater fuel efficiency, so you won’t just be helping the \_\_\_\_\_, you’ll also make substantial savings in tax and running costs. A four band system will apply to each fuel type.

### How much will I pay?

To help you identify the duty you will pay, DVLA (Driver and Vehicle Licensing Agency) has banded the four categories.

### What if my car was registered before 1st March 2001?

All cars registered before this date will continue to be taxed under the existing system (by engine size). For further information on changes to the existing system see leaflet INF83.

### Where can I find details of my car’s CO<sub>2</sub> emission figure?

Information on CO<sub>2</sub> figures for particular model types and VED to be charged can be found on the website [www.dvla.gov.uk](http://www.dvla.gov.uk)

- 34 The style of writing in this leaflet is used for which purpose?
- A to present factual information accurately
  - B to discuss the wider issues of car tax
  - C to provide the story behind the new system
  - D to promote the opinions of the DVLA
- 35 According to the leaflet, further information on CO<sub>2</sub> emission and tax payable for particular types of cars can be found
- A in leaflet INF83
  - B from the government
  - C from motor dealers
  - D on the DVLA website
- 36 The correct spelling of the word missing in the first section is
- A enviroment
  - B environment
  - C emvironment
  - D envirement

Questions 37 to 40 are based on the following information.

<b>From: Ms. Evans</b>	<b>To: All Key Skills Communication Students</b>	line 1 line 2
The deadline for handing in your portfolio is 6 <sup>th</sup> December. Before handing in your portfolio do not forget to check that you are covering all aspects of the course requirements.		line 3 line 4 line 5
Anyone who is unable to complete his/her work on time should see me. There will be an opportunity to discuss your work with me beforehand if you make an appointment via your class tutor by the end of this week.		line 6 line 7 line 8
The tests for level 1 & 2 students will take place in the main hall on Tuesday 18 <sup>th</sup> December at 10 a.m. Students at level 3 will need to check with the office which room has been allocated the day before the test, which will begin at 9.15 a.m. on Wednesday 19 <sup>th</sup> December.		line 9 line 10 line 11 line 12

37 Which of the following information can level 3 students **not** obtain from the document?

- A a reminder of when their portfolios are due in
- B dates and times of all their tests
- C what to do if their work is not complete
- D details of all their test locations

38 Work can be discussed

- A after 6<sup>th</sup> December
- B by the end of the week
- C with Ms. Evans
- D with the class tutor

39 A more accurate phrase to replace 'you are covering' on line 4, would be

- A you will cover
- B you covered
- C you have covered
- D you will have covered

- 40 Ms Evans' **main** reason for including the third paragraph is to ensure that all students will
- A take the test at the right level
  - B go to the right place at the right time
  - C take level 1 & 2 tests in the hall
  - D hand in portfolios before their tests

**End of test**