

101. Much to the shop's regret, the birthday flower bouquet was sent ----- the wrong office.

- (A) until
- (B) upon
- (C) to
- (D) among

102. BMW's latest luxury car is being labeled a huge -----, even though it was originally given negative reports by critics

- (A) success
- (B) succeed
- (C) successful
- (D) successfulness

103. Immediately ----- the manager that the client has arrived and is waiting in her office to see her.

- (A) present
- (B) notify
- (C) deliver
- (D) accept

104. As a result of his declining -----, Mr. Paulson is recommended to have a regular check-up, once a month.

- (A) substance
- (B) health
- (C) measure
- (D) dimension

105. Due to the fact that Hubbard Motors offers ----- incentives to its workers, company production is always higher than predicted.

- (A) attracted
- (B) attraction
- (C) attract
- (D) attractive

106. Greg returned a notebook to his colleague Mary that he picked up thinking it was -----.

- (A) he
- (B) him
- (C) his
- (D) himself

107. Obesity and the health problems it causes are largely -----.

- (A) preventability
- (B) prevention
- (C) preventing
- (D) preventable

108. It is asked that customers retain their ticket receipt ----- proof of entrance in case they leave the theater during the performance

- (A) as
- (B) off
- (C) except
- (D) through

109. Employees at Maxwell ----- a more thorough knowledge of the company's products by attending the weekend workshop last week.
- (A) will gain
(B) have been gained
(C) gained
(D) gaining
110. Anyone ----- reports trouble breathing is automatically sent to the emergency room for examination and treatment.
- (A) whose
(B) which
(C) whom
(D) who
111. It is required that all trainees attend the company outing ----- for June 13-14 at Teton National Park.
- (A) scheduled
(B) schedules
(C) will schedule
(D) has been scheduled
112. James Harrison is a ----- regarded designer and has been honored for his creativity numerous times over the past decade.
- (A) gracefully
(B) largely
(C) luckily
(D) highly
113. The contract ----- states that employees are only allowed ten paid vacation days per year.
- (A) clearly
(B) clearing
(C) cleared
(D) clear
114. In order to maximize profits from the theater, we are discussing plans to increase the seating -----.
- (A) aptitude
(B) intensity
(C) preparation
(D) capacity
115. Final decisions about the potential joint venture will be made after the ----- by our leading business consultant.
- (A) referral
(B) increase
(C) presentation
(D) development
116. The office manager wants all documents and reports to be passed through her before ----- with the CEO.
- (A) consults
(B) consulting
(C) consulted
(D) to consult

117. Kelly put the model together by ----- before presenting it to the clients for approval.
- (A) herself
(B) hers
(C) she
(D) her
118. No bids will be accepted without a written ----- of the total construction and management costs of the project.
- (A) estimate
(B) judgment
(C) guess
(D) suggestion
119. Dr. Reynolds organizes all of his patient files and ----- documents in the drawers on the right side of his desk.
- (A) alike
(B) achievable
(C) interested
(D) related
120. The recently enforced security codes ----- to the safe and successful Olympic games.
- (A) contributor
(B) contributes
(C) contributed
(D) contribution
121. Mr. Smith put his savings into a mutual fund ----- has risen steadily since he opened it.
- (A) that
(B) they
(C) what
(D) when
122. Due to the strict government regulations on the food industry, Carlson's Dairy Farm is inspected -----.
- (A) frequent
(B) frequently
(C) frequenting
(D) frequency
123. The chief editor of the magazine was pleased to find only ----- errors in the final version of the latest publication.
- (A) minor
(B) overdue
(C) reliable
(D) rapid
124. Popular and -----, Patrick Evans was nominated by his classmates for class presidency during his senior year of high school.
- (A) athlete
(B) athletic
(C) athletics
(D) athletically

125. All full-time staff members are eligible to ----- in the Fitness Program at the company's gym.

- (A) admit
- (B) apply
- (C) subscribe
- (D) enroll

126. The seafood restaurant receives daily ----- from diners on the establishment's numerous aquariums.

- (A) compliment
- (B) compliments
- (C) complimented
- (D) complimentary

127. The one-time sale is open ----- to members of the store's Elite Customer program.

- (A) exclusion
- (B) exclusionary
- (C) exclusively
- (D) exclusiveness

128. Hornsfeld Appliances' downtown branch is ----- qualified and educated salespersons to start training next month.

- (A) looking
- (B) entering
- (C) seeking
- (D) inquiring

129. ----- many of the board members were absent, the committee was able to put together a rough draft of next year's budget.

- (A) Still
- (B) However
- (C) Nevertheless
- (D) Although

130. If Mr. Fielding's assistant is going to travel to Tokyo ----- the rest of the representatives, she should contact the travel agency immediately for reservations.

- (A) with
- (B) but
- (C) both
- (D) where

131. Emily Clark, ----- a writer at the International News Agency, recently joined Harbor Times as the head journalist.

- (A) now
- (B) once
- (C) soon
- (D) often

132. In order to best serve our clients, we at Clearview Bank monitor calls, emails, and all other ----- of communication.

- (A) forms
- (B) views
- (C) profiles
- (D) outlines

133. Hiring enough people to conduct the city-wide surveys by the end of this weekend will be ----- difficult.

- (A) extreme
- (B) extremes
- (C) extremity
- (D) extremely

134. Gray Design is most famous for producing ----- posters using the mottos of top corporations.

- (A) promote
- (B) promotes
- (C) promotional
- (D) promotion

135. Computer Specialists at 24/7 Services are available at all times to ----- to corporate or domestic emergencies.

- (A) advise
- (B) explain
- (C) promise
- (D) respond

136. ----- who are considering renting instead of buying need to keep in mind current housing market values.

- (A) Those
- (B) Whose
- (C) Whichever
- (D) Themselves

137. Mr. Joon was hired just last month ----- is already climbing the corporate ladder.

- (A) than
- (B) and
- (C) or
- (D) also

138. A team ----- of engineers and architects will go to the site to discuss strategies for expanding the factory.

- (A) consists
- (B) will consist
- (C) consisting
- (D) to be consisted

139. When sifting through the office email, make sure to keep only important letters and delete ----- mail.

- (A) decreased
- (B) insufficient
- (C) prerequisite
- (D) incidental

140. ----- joining together with Starbean Coffee, Plato Books is providing a more comfortable atmosphere for its customers to read while shopping.

- (A) By
- (B) During
- (C) Because
- (D) So that

Questions 141 to 143 refer to the following letter.

Leon Griffith
320 Steels Ave. West #14
New York, NY

Dear Mr. Griffith,

We received your letter of inquiry for the 3-day camping trip at the Santanini Preserve. First, we would like to thank you for ----- Floodwood Canoe Guided Excursions.

141. (A) choose
(B) choice
(C) choosing
(D) chooses

The trip will include a guide, camping gear, a canoe, food and transport. Your excursion is scheduled to ----- at 9:30 AM on September 15. We have enclosed a timetable for the wilderness

142. (A) stop
(B) arrive
(C) resume
(D) depart

areas and campsites that we will be visiting during the 3-day excursion.

May we ask you to visit our New York office before September 12 so that we can finalize any -----

143. (A) remaining
(B) remain
(C) remains
(D) remained

paperwork before the actual day of the trip? Thank you again, and we look forward to seeing you.

Sincerely yours,

Mary-Ann Mosey
Floodwood Canoe Guided Excursions

Questions 144 to 146 refer to the following memo.

To: All Staff

From: Stanley West, Manager

Subject: Coffee Vending Machine Installation

It has come to my attention that employees have been leaving the office to purchase coffee at the nearby café. To make it easy for staff to get their coffee, the purchasing department has ----- Java-On-Demand to install two coffee vending machines on each floor.

144. (A) contracted
(B) collaborated
(C) discounted
(D) decided

The vending machines will provide cappuccino, regular coffees, freshly-brewed coffee and hot chocolate. They will be functioning ----- all times, ready to supply you with a fresh cup of coffee.

145. (A) by
(B) in
(C) at
(D) on

In the next couple of weeks, the machines will be installed by Java-on-Demand. Please put up with any disturbance that ----- by the installations. They will start on the top floor.

146. (A) causes
(B) is caused
(C) caused
(D) has been caused

Thank you!

Questions 147 to 149 refer to the following e-mail.

From: Louis Walsh
To: Shayne Ward
Subject: Itinerary for Spain

Dear Mr. Ward,

I would like to apologize that it has taken me such a long time to ----- the information for your

147. (A) close
(B) discontinue
(C) terminate
(D) finalize

four-day trip to Spain. I expect to have the actual itinerary by Thursday. Meantime, I hope you'll accept a tentative -----.

148. (A) procedure
(B) date
(C) schedule
(D) ticket

April 15: You will arrive in Madrid at 9:00 AM and check in at the Madrid Grand Hotel. You will join a tour of Madrid from 11:00 AM to 5:00 PM.

April 16-17: Lina Murphy will pick you up at your hotel in Barcelona. The agency is planning a special event in Barcelona, so we will send you details about that part of the trip at a ----- time.

149. (A) lately
(B) later
(C) latest
(D) lateness

April 18: You will leave Barcelona for Madrid at 1:00 PM, and catch the 6:30 PM flight back to Boston, Massachusetts.

Questions 150 to 152 refer to the following memo.

To: Employees, Marketing Department

From: Margaret Miller

Subject: Seminar for next week

Our achievements in the trade industry have been wonderful. However, we need to remember that our success as marketers is determined not just by our name, but also by the ----- process of

150. (A) extend
(B) extensive
(C) extensiveness
(D) extension

maintaining a large and loyal customer base.

We have asked Gina Hernandez, renowned marketing expert, to be our keynote speaker.

The seminar ----- how marketers can determine strategies for an evolving marketplace.

151. (A) addresses
(B) has addressed
(C) had addressed
(D) addressed

Ms. Hernandez will cover almost every ----- of marketing in the seminar. We hope that you

152. (A) passage
(B) facility
(C) reference
(D) aspect

will benefit from the information.

101	C	102	A	103	B	104	B	105	D
106	C	107	D	108	A	109	C	110	D
111	A	112	D	113	A	114	D	115	C
116	B	117	A	118	A	119	D	120	C
121	A	122	B	123	A	124	B	125	D
126	B	127	C	128	C	129	D	130	A
131	B	132	A	133	D	134	C	135	D
136	A	137	B	138	C	139	D	140	A
141	C	142	D	143	A	144	A	145	C
146	B	147	D	148	C	149	B	150	B
151	A	152	D						

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