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► **Questions 1–10**

Questions 1–4

Complete the notes below.

Write **NO MORE THAN TWO WORDS AND/OR A NUMBER** for each answer.

Easylet Accommodation Agency

Cheapest properties: £ 1 per week

Minimum period of contract: 2

Office open Saturdays until 3

List of properties available on 4

Notes completion

Task guide

- This task requires you to write answers that are pieces of information given in the recording you hear.
- Read the instructions carefully. These will tell you the maximum number of words you can use to answer the questions – this may be as many as three, but may be only two or one. They may also tell you that numbers are required.
- The words or numbers you need are on the recording. Do not rephrase or change the form of the words on the recording.
- The questions follow the order of the recording.

Step-by-step guide

► **Step 1 – Think first**

Look at the notes. What sort of information is required in each gap? Decide if each gap 1–4 will require: **A** word(s), **B** a number or **C** word(s) and a number.

► **Step 2 – Now listen and do the task**

► **Step 3 – Check what you heard**

Three things are important: (a) you must be ready for the information, (b) you must write the correct information, and (c) you must be careful not to write the wrong information.

Look at the audio script for *Question 1*. For (a), the words which lead you to the answer are underlined. For (b), the number you must write for the answer is circled. For (c), words which you might wrongly think could be the answer are in *italics*.

Audio script

Man: Easylet. Good morning. How can I help you?
Woman: Hello. I saw your advertisement in the paper and I'm calling to ask about renting a flat.

Man: Certainly. What kind of flat had you in mind?

Woman: Well, er, I don't know exactly ... I mean, it depends on price, to some extent.

Man: OK, now we have properties across the whole range. *The average is probably £120 a week.*

Woman: Oh, I was hoping for something a little cheaper.

Man: They start at (£90) that's the lowest we have usually. And *they go up to £200.*

Woman: I could manage the lowest figure.

Now look at the audio script for *Question 2*. Underline the words that lead you to the answer and circle the correct answer.

Audio script

Man: An important question is how long you're thinking of staying in the property. We don't do short lets.

Woman: I'd want a flat for nine months, perhaps longer.

Man: That would be fine. Our contracts are for a standard six months, and that can be extended.

Woman: Fine. I'd need to come in and see you?

Questions 5–7

Choose **THREE** letters A–G.

Which **THREE** things are included for free with every property for rent from Easylet?

- 5
6
7

- A heating bills
B kitchen equipment
C plates and glasses
D sheets and towels
E telephone
F television
G water bill

Multiple-choice with multiple answers (1)

Task guide

- ▶ This task requires you to choose correct answers from a list of possible answers.
- ▶ You get one mark for each correct answer.
- ▶ It's very important to read the instructions carefully. They will tell you what to listen for. You will probably hear something connected with all the options. The instructions will tell you the reason for choosing some of the options on the list.
- ▶ The options are usually listed in alphabetical order.
- ▶ The order of the options in the list will probably differ from the order of the recording.
- ▶ You may hear exactly the same words as appear in the options, or you may hear alternative phrases that have the same meaning.
- ▶ You can write the correct answers in any order.
- ▶ See also pages 10 and 16 for other types of multiple-choice tasks.

Step-by-step guide

▶ Step 1 – Think first

Look at the instructions. You are listening for things that are 'included for free' in 'every property for rent'.

Think about ways of giving this information.

▶ Step 2 – Check what you will hear

Look at this part of the audio script, which relates to options B and C.

Audio script

Man: That depends on the flat, to a certain extent, although some

things are standard in all flats. For example, **every flat has kitchen equipment provided for your use.**

Woman: Good. Does that also mean tableware, cups, glasses, plates?

Man: In some flats, but not all.

B is a correct answer. C is not a correct answer, although it is clearly mentioned. Plates and glasses are 'included for free', but not in 'every flat'.

▶ Step 3 – Listen and do the task

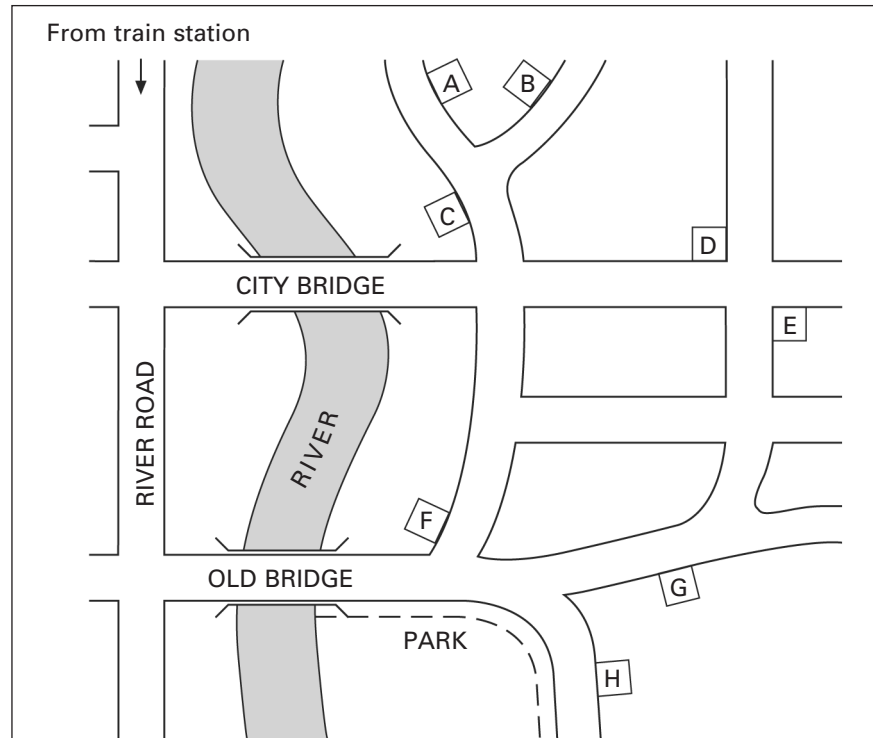
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Questions 8–10

Label the map below.

Write the correct letter **A–H** next to questions 8–10.

Where are the following blocks of flats situated?



- 8 Eastern Towers
- 9 Granby Mansions
- 10 Busby Garden

Labelling a map/plan/diagram (1)

Task guide

- ▶ This task requires you to label a map with the correct places or points using the information you hear in the recording. Similar tasks may require you to label a plan or a diagram.
- ▶ There are several more possible places than you need marked on the map. Follow the speaker's directions carefully before you decide which is the correct place.
- ▶ The questions follow the order of the recording. If you realise you have missed one question, make sure you focus carefully for the next one.
- ▶ The information about the starting point is repeated for each question. Do not worry too much if you miss one question, or feel you have got one question wrong.
- ▶ The map and the recording will give you a starting point. Listen carefully because finding the answers greatly depends on locating the starting point in the map.
- ▶ See also pages 14 and 64 for other types of labelling tasks.

Step-by-step guide

► Step 1 – Think first

Look at the map and try to locate the starting point.

Remind yourself of the language of directions: turn left, go straight on, follow along, etc.

The possible places on the map will often be quite close together, so you need to listen carefully to decide which of two or three possibilities is correct in each case.

► Step 2 – Locate the starting point

Look at this section of the audio script, which tells you where the starting point is, and locate it in the map.

Audio script

Woman: Could you tell me where they are? I'm **at the train station** at the moment.

Man: Eastern Towers, if you're coming **from the station**, isn't very far.

In this case, you should start reading the map in the top left corner, which is clearly marked 'From train station'. This is your starting point for all three blocks of flats.

► Step 3 – Check what you will hear

Look at the next section of the script. Follow the speaker's directions carefully. Pay special attention to the different references to 'left' and 'right'.

Audio script

Man: Eastern Towers, if you're coming **from the station**, isn't very far.

Cross over City Bridge. Then **go left**, and where the road divides, you want the **right-hand fork**. You'll see Eastern Towers **on the left side** of the road. It's a lovely building, with trees around it.

The relevant information is in bold. Notice that the reference to trees will not help you find the answer.

► Step 4 – Listen and do the task