STUDENT BOOKLET



Name:	
Date:	

Placement Tool

Placement Information □ Literacy Level Score: Placement: /22 ☐ Level 1 Literacy _____ Level 1 /25 ☐ Level 2 Levels 2-4 ____ ☐ Level 3 Speaking and Listening T Level 4 Placement Interview □ Exit from program

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Literacy Test

Write the number or letter.

Example: 1

2

3

4

5

6

7

1. A

В

C

D

F

G

2. s

t

U

٧

-

X

У

3. 12

13

15

16

17

18

4. 26

27

28

29

.____

Read the words. One is different. Cross it out.

Example:

hand

hard

hand

hand

5.

darken

darken

darken

darker

6.

ride

ride

ride

rode

7.

pear

peer

pear

pear

8.

cake

cake

cape

cake

Look at the picture. Circle the word.

Example:



beans

noodles

rice



9.



oranges

apples

bananas

potatoes

10.



home

bowl

car

book

11.



eye ear nose mouth

12.



car bicycle train taxicab

13.



rainy snowy windy sunny

14.



chair check clock cash

Read the word. Circle the number.

Example:	five	4	(5)	7	10
15.	sixty-two	62	72	42	69
16.	eleven-thirty	10:00	1:30	11:30	1:00
17.	seven-fifteen	7:15	9:15	7:25	9:25
18.	June 29	4/9	6/29	8/29	10/9
19.	five dollars	\$50.00	5¢	\$5.55	\$5.00

Write answers.

Example: Are you married? __no

- 20. What day of the week is today?
- 21. What is today's month and date?
- 22. What is your address?

Level 1 Test

Complete the application form for Susan. Use this information:

Susan Roberts 1036 Cypress Avenue Redding, California 96002 (530) 555-2186

High school diploma: 6/7/99

Worked as a cook in a restaurant for 2 years.

APPLICATION FOR EMPLOYMENT



		RESTAURAN		
Check (✓) the job you want to apply	for: _			Manager
Name	-	1		- Alemon
Address		2		
City	State	-		ZIP <u>96002</u>
Phone (530) 555-2186		718	- Andrews	
Education		4	T SE	91
Work Experience		7. T.	adros	61

Circle the correct answer.

The class is planning a party.

Example: I am ____ to the party.

a. going

b. go

c. goes

d. gone

6. Mr. Taylor's class ____ invitations to Mr. Phat's class.

a. send

b. sending

c. is sending

d. sended

Donna is reporting a crime.	
 "What time did you see the man at the Browns' house?" "I him around 11:00 P.M." a. see b. saw c. seeing d. seen 	19. "OK. Was your house robbed too?" "No. I always the doors." a. lock b. am locking c. was locked d. locking
 18. "What time did you call the police?" "I them about 11:05 P.M." a. call b. called c. did called d. calling 21–25 Writing You need to send a letter. He lives at 1240 Ardmore Lane in Dorville, Vout the envelope. Write your address in the reserved. 	7irginia 22189. Fill

Levels 2-4 Test

This test has three parts. You have 45 minutes to take the test. Write your answers on the test.

Part 1
Life Skills/Reading Read the pay stub. Answer the questions.

American Paint		Earnings							
Company		Gross Income:	\$334.24						
North Park, Texas		Deductions							
Pay period: 03-12-04 to 03-26-04		Federal Taxes:	\$11.21						
Pay Stub		State Taxes:	\$7.92						
Aragon, Pamela		Social Sec.:	\$12.45						
		Med. Insurance:	\$6.12						
		Net Income:	\$296.54						

Example: Who is being paid? Pamela Aragon	
1. How long is the pay period?	weeks
2. How much is withheld in taxes for the US government?	
3. How much is withheld in taxes for the Texas government?	1-1.5
4. How much is withheld for medical insurance?	ne Tro
5. How much money from this paycheck does Pamela get?	

Reading Read the story. Answer the questions.

Pamela Aragon lives with her mother in Texas. She likes her job as a clerk at the paint company, but she needs more money. She shops for food each week and shops for clothes each month. She deposits her paychecks in her checking account and writes checks to pay for the groceries, the clothes, and gas for her car. She wants to save money to rent an apartment. She wants to live on her own.

Example: Where does Pamela live	? _ in Texas							
6. Who lives with Pamela?	. Who lives with Pamela?							
	What type of bank account does Pamela have?							
	Where does Pamela want to live?							
9. What does Pamela spend her n	money on?							
10. What is Pamela's job?								
Part 2 Grammar/Vocabulary Circle the each sentence.	correct words to complete							
in 2002. a. came b. come c. comes d. will come	home in Korea. a. will return b. return c. returned d. returning							
Right now, I in an apartness with my mother.a. am livingb. livesc. livedd. was living	nent 15. I like shopping at Z-Mart. The clothes are than at other stores. a. more cheap b. cheaper c. more cheaper d. less cheaper							
of my own. a. moved b. will move c. move d. was moving	16. I like riding the bus to work. It is than driving my car. a. more fast b. less fast c. fast d. faster							
a. will live b. am living c. live d. lived	 17. I work at a hospital because I like to a. protect people b. teach people c. help sick people d. sell clothes to people 							

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This

- 18. I work on a team. It is important

 19. My brother likes basketball and for everyone on the team to _____.
 - a. arque
 - b. discuss ideas
 - c. work alone
 - d. be dishonest

- soccer. He is .
 - a. athletic
 - b. artistic
 - c. intelligent
 - d. ambitious

Reading Read the ads. Then answer the questions.

East Street Electronics

We can meet all of your entertainment needs. You'll find special savings on all DVD players, stereo equipment, and TVs. We sell only top quality equipment. Every item comes with a one-year warranty.

There will be a special sale today through Sunday with 40-60% off

the price of all items in the store!

West Side Technology

West Side Technology offers a full range of the latest stereo equipment, DVD players, computers, and digital cameras. This week we are featuring the 7200 computer, which is our lightweight portable model. The 7200 is also fast. efficient, and durable. It will not break if you drop it! Bring a copy 720n of this ad, and we will give you computer 20% off the price of any

Store Hours: M-F 8-9, Sat. 8-5

portable computer!

Example: I need to buy a new television. Which store should I go to?

East Street Electronics

- 20. I need to be able to send e-mail while traveling. Which store has a product for this?
- 21. I need to buy a new stereo. Which store probably has the best deal?
- 22. I will be shopping for DVD players this Sunday. Which store should I go to?

23.	I need to take photographs for my web site. Which store has a product for this?
24.	I want to be able to return my stereo if it is broken. Why should I buy it at East Street Electronics?

Grammar/Vocabulary It is now 12:00 noon. Read the list of things that Karen is doing today. Circle the correct answers.

7:30 am	Breakfast	2:30	Class at community center
8:00	Run with Naomi	4:30	Be at home—repairman coming
9:30	Shop for groceries	6:00	Dinner at home
11:30	Watch my son's soccer game	8:00	Watch a movie on the DVD player
1:00 pm	Lunch at a restaurant		7 (C+)-(U

	1:00 pm Lunch at a restautant		
25.	Karen ran with her friend watched a soccer game in the morning. a. and b. but c. or	27.	It is 12:00 noon. In the afternoon, Karen to a class. a. will go b. went c. goes d. was going
26.	d. so It is 12:00 noon. Karen a soccer game. a. watched b. is watching c. watch	28.	By 12:00 noon, Karen the soccer game for 30 minutes. a. has watched b. watched c. is watching d. watches
	d. has watched	29.	Karen will have to be home by 4:30 a repairman will come. a. because b. and c. but d. however

30. Karen enjoys ____ classes at the community center.
a. to take
b. taking
c. take
d. takes

31. Karen ____ dinner five hours after she eats lunch.
a. eat
b. ate
c. will eat
d. eating

Grammar/Vocabulary Circle the correct word to complete each sentence.

Dear Mom,

I have big news! I will start new schools presents (classes) the local college next week. I want to 32. take earn withdraw more money, so I've decided to go back to school. I went to the library and looked at the college catalogs in the 33. magazine reference contract section. Then I called the college to find out how to 34. enroll guarantee renew . It's not very expensive. The 35. condition appointment tuition is \$250 a semester. It has been a long time since I've been to school, and I'm going to have to study hard so that I don't 36. fall behind catch up put away . I'm going to set up a study area in my living room, and I'm going to follow a study 37. network schedule distraction . I plan to study every night after the children go to bed because they will be a **38.** reference resource distraction if they are awake! I'll write again next week and tell you about my classes. Love, Daniel

Part 3

Reading Read the phone message. Then answer the questions.

Welcome to the City Small Claims Court information line.

Listen to this information before filing a claim. You can file a claim in this court if the amount in dispute is \$5000 or less. The filing fee is \$20. You can get claim forms at the Municipal Building. Submit the fee and form by mail or in person. You must present your case yourself. A lawyer cannot represent you.

A Small Claims Court judge will hear your case. Bring documents, photos, and contracts to support your case. You may also bring witnesses. The person suing, the plaintiff, will speak first. The person being sued, the defendant, must be present.

The judge may decide the case at the time of the hearing or mail the decision to you later.

The judges' decisions are final. If you are the plaintiff and you lose a claim you filed, you may not appeal. Before filing a claim, contact the other person to discuss and try to resolve the problem.

- **39.** My friend Paulo bought a used car for \$2,500, and I bought a car for \$7,800. Both cars had big problems. Why can't I get my money back at Small Claims Court?
- 40. Paulo went to Small Claims Court. What did he need to bring with him to be successful?
- **41.** My friend Paulo bought the used car from Blue Street Motors. When he went to court, who was the plaintiff?
- **42.** My friend lost the case. Why can't he bring it to Small Claims Court again?

Grammar/Vocabulary Read the article. Then complete the sentences by circling the correct word. Mental Health Care

Many people neglect getting help for their problems. They

43. ignore approach accuse problems and just hope that they will go away. Unfortunately, that rarely happens.

If you or someone you know is having difficulty

44. supporting training coping with a problem, one resource is the Employee Assistance Program, or EAP. at work. Call and make an appointment with a

45. mentor candidate counselor . The treatment and counseling are completely confidential. The cost should not be

a 46. barrier bargain dream because your employer pays for the service. Some of the problems that the EAP can help people with are abusive relationships and

47.	custom	protective	substance	abuse.
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Grammar/Vocabulary Circle the correct words to complete each sentence.

- 48. My brother started his own business he wanted to be his own boss.
 - a. but
 - b. because
 - c. after
 - d. that
- 49. He hired an accountant ____ could take care of his finances.
 - a. so
 - b. which
 - c. because
 - d. who

- **50.** The business ____ he started was a tree removal service.
 - a. that
 - b. whom
 - c. and
 - d. if
- 51. My brother was ____ about the high taxes from the city government.
 - a. irritating
 - b. irritate
 - c. irritated
 - d. irritates

52.	However, working on trees was to my brother. a. interesting b. interest c. interested d. interests	55.	Last week, while he a tree, my brother was injured. a. is climbing b. climbs c. has climbed d. was climbing
53.	My brother the business for one year now. a. is owning b. owns c. has owned d. had owned	56.	His arm when he fell to the ground. a. is broken b. will break c. was broken d. was breaking
58-	Before starting the business, he in an automobile factory. a. is working b. works c. has worked d. had worked -72 Writing Write a paragraph (at least 6 our important goals. Tell why it is important.		He to the county hospital for treatment. a. has taken b. was taken c. is taking d. took ences) about one
	Our important gould. Tell willy to to suspersion.		

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