

## Reading Task 1

Question	Answer
1.	Accept any two of: 2, 6, 9, 11
2.	A
3.	A
4.	B
5.	B
6.	To get rid off
7.	A
8.	C
<b>Total: / 8</b>	

## Reading Task 2

Question	Answer
1.	(at least / a minimum of) 10 working days before the start of your holiday
2.	A
3.	Fiona (Methley) / the HR Manager
4.	pal
5.	A
6.	Text 3 / Appendix 3
7.	Accept any of the following: Modal verbs Passive voice
8.	B
<b>Total: / 8</b>	

## Reading Task 3

Question	Answer
1.	B
2.	B
3.	A
4.	lest
5.	A
6.	A
7.	Paragraph D
8.	B
<b>Total: / 8</b>	