

Item 1 of 10**Section: Verbal Reasoning - French**Mark item for review

De loin le continent le plus froid, l'Antarctique a le niveau de température le plus bas enregistré dans le monde. Quatre-vingt-dix pour cent des glaces de la planète sont contenues dans l'énorme calotte glaciaire de l'Antarctique. La rudesse du climat est telle qu'on n'y dénombre que très peu de plantes terrestres mais les abondantes réserves alimentaires du littoral permettent aux pingouins et à d'importantes colonies d'oiseaux de mer de subsister. Le Russe F.G. von Bellingshausen faisait partie d'un groupe d'explorateurs affirmant être les premiers à avoir vu le continent en 1820, mais ce n'est qu'au début du XXI^e siècle que des expéditions originaires de nombreux pays ont exploré l'intérieur de l'Antarctique. De ce fait, sept nations ont revendiqué des territoires sur le continent, malgré l'absence d'habitants permanents sur place. En 1958, douze nations, dans un esprit de coopération, ont établi des stations de recherche sur le continent.

Laquelle des affirmations suivantes est correcte?

- A. L'Antarctique fut aperçu pour la première fois par un Russe.
- B. Le nombre de pays revendiquant des territoires sur le continent est passé de sept au début du XX^e siècle à douze en 1958.
- C. Il y a plus de glaces dans l'Antarctique que dans tous les autres continents réunis.
- D. Personne n'a jamais vécu de manière permanente dans l'Antarctique.

Item 2 of 10**Section: Verbal Reasoning - French**Mark item for review

La méthode des moindres carrés est une méthode de statistique qui permet de trouver la ligne droite ou la ligne courbe représentant le mieux la relation entre deux variables. Lorsque des points de mesure sur un graphique semblent suivre la même ligne, la méthode des moindres carrés peut être utilisée pour définir la ligne la plus proche de tous ces points. Cette méthode repose sur des techniques de calcul permettant de trouver la ligne qui minimise la somme des carrés de la distance verticale de chaque point par rapport à la ligne proposée. Plus généralement, le processus est appelé régression ou, lorsqu'il s'agit d'une droite et non d'une courbe, régression linéaire.

Parmi les propositions suivantes, laquelle est correcte?

- A. La méthode des moindres carrés a peu d'applications pratiques.
- B. La régression linéaire est une méthode permettant de calculer la distance entre des points et une ligne horizontale.
- C. La méthode des moindres carrés permet de définir la ligne la plus représentative des points de mesure de deux variables.
- D. La méthode des moindres carrés s'applique mieux aux courbes.

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La Moldavie est une région du Nord-Est de la Roumanie. La Moldavie était autrefois un État indépendant jusqu'à son union avec la Valachie en 1859. Elle constitue à présent une grande partie du territoire de la Roumanie. À certaines périodes de son histoire, le territoire de la Moldavie s'est étendu à la Bessarabie et à la Bucovine. La plus grande partie de la Bessarabie constitue aujourd'hui le territoire de la République autonome de Moldavie, tandis que le reste de la Bessarabie et la partie Nord de la Bucovine sont aujourd'hui des territoires ukrainiens.

Parmi les propositions suivantes, laquelle est correcte?

- A. Le territoire de la Moldavie historique s'étend aujourd'hui sur au moins trois pays
- B. La République autonome de Moldavie faisait partie de la Moldavie jusqu'en 1859
- C. La Moldavie couvre le même territoire que la République autonome de Moldavie
- D. La Bessarabie et la Bucovine sont aujourd'hui devenues la République autonome de Moldavie et l'Ukraine

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Toutes les cellules de l'organisme, en dehors des cellules souches, possèdent une structure particulière et exécutent une fonction précise. Les cellules souches ont un nombre de propriétés considérable. Contrairement à la plupart des cellules spécialisées, elles sont capables de se reproduire plusieurs fois. Elles peuvent également se développer sous différentes formes de cellules spécialisées, telles que les cellules musculaires ou les globules rouges du sang. En théorie, grâce à ces propriétés, les cellules souches pourraient réparer l'organisme en se multipliant et en remplaçant ainsi les tissus endommagés. On estime qu'avec le temps la recherche sur les cellules souches pourrait révolutionner la médecine; les cellules souches pourraient en effet être utilisées pour réparer les tissus ou pour créer des organes de substitution.

Parmi les propositions suivantes, laquelle est correcte?

- A. La seule différence entre les cellules souches et les autres cellules réside dans le fait que les cellules souches n'exécutent pas de fonction précise.
- B. Une cellule musculaire issue d'une cellule souche peut se retransformer en cellule souche.
- C. Les cellules souches sont les seules cellules capables de se réparer elles-mêmes.
- D. Les cellules souches pourraient réparer des tissus endommagés en se multipliant et en se substituant ainsi aux cellules endommagées.

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Les obstacles aux échanges commerciaux liés aux écarts, voire aux incompatibilités entre les règles et exigences des différents pays en matière d'importations et d'exportations ont pour conséquence, théorique et effective, de compliquer la tâche aux entreprises alimentaires qui souhaitent s'implanter sur des marchés étrangers. Pour justifier une législation et des barrières commerciales qui limitent le libre échange de produits alimentaires, les différentes nations invoquent fréquemment des questions de sûreté des denrées alimentaires et de santé publique. Il se trouve malheureusement que, dans certains cas, les motifs scientifiques avancés à l'appui des politiques de sûreté des denrées alimentaires présentent des incohérences ou des contradictions. Il en résulte bien souvent que les gouvernements peuvent être accusés de prêter une oreille complaisante aux arguments scientifiques qui cadrent le mieux avec les projets leur permettant de protéger leurs fournisseurs locaux contre la concurrence étrangère.

Parmi les propositions suivantes, laquelle est correcte?

- A. Le libre-échange à l'échelle mondiale est souvent limité par des législations en matière d'importations et d'exportations mises en place sous le prétexte de protéger la santé publique.
- B. La législation aide les entreprises à s'implanter sur de nouveaux marchés en supprimant les barrières commerciales.
- C. Il arrive que certains pays adoptent des lois en matière alimentaire fondées exclusivement sur des preuves scientifiques établissant clairement la nécessité d'une loi pour protéger la santé des populations.
- D. Les législations en matière alimentaire ne sont mises en œuvre que lorsqu'elles s'appuient sur des recherches scientifiques cohérentes.

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Section: Numerical Reasoning - French

A calculator is available at the bottom of this page.

Pays	Dépenses R & D par pays						
	Dépenses R&D (% du PIB)		% de R&D financé par le gouvernement		Nombre de demandes de brevet (par million d'habitants)	Dépenses R&D (millions €)	PIB par tête (€)
	2000	2003	2000	2003	2000	2000	2000
Belgique	1,97	1,89	22,9	23,5	145,6	3 900	19 330
Finlande	3,34	3,43	26,2	25,7	350,8	3 725	21 582
France	2,15	2,17	38,7	39,0	139,5	24 075	18 874
Allemagne	2,45	2,52	31,4	31,2	307,0	41 100	20 261
Pays-Bas	1,82	1,76	34,2	36,2	246,3	6 075	21 003

Sachant que le PIB de la Belgique a augmenté de 3 % entre 2000 et 2003, de combien les dépenses du gouvernement en matière de R&D ont-elles augmenté durant la même période?

- A. 1,11 %
- B. 1,21 %
- C. 1,31 %
- D. 1,41 %
- E. Aucune de ces réponses

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Section: Numerical Reasoning - French

A calculator is available at the bottom of this page.

Pays	Dépenses R & D par pays						
	Dépenses R&D (% du PIB)		% de R&D financé par le gouvernement		Nombre de demandes de brevet (par million d'habitants)	Dépenses R&D (millions €)	PIB par tête (€)
	2000	2003	2000	2003			
Belgique	1,97	1,89	22,9	23,5	145,6	3 900	19 330
Finlande	3,34	3,43	26,2	25,7	350,8	3 725	21 582
France	2,15	2,17	38,7	39,0	139,5	24 075	18 874
Allemagne	2,45	2,52	31,4	31,2	307,0	41 100	20 261
Pays-Bas	1,82	1,76	34,2	36,2	246,3	6 075	21 003

En 2000, quel était le rapport approximatif entre le PIB de l'Allemagne et celui de la France?

- A. 1/3
- B. 2/3
- C. 3/2
- D. 3/1
- E. Aucune de ces réponses

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A calculator is available at the bottom of this page.

Pays	Dépenses R & D par pays						
	Dépenses R&D (% du PIB)		% de R&D financé par le gouvernement		Nombre de demandes de brevet (par million d'habitants)		Dépenses R&D (millions €)
	2000	2003	2000	2003	2000	2000	PIB par tête (€)
Belgique	1,97	1,89	22,9	23,5	145,6	3 900	19 330
Finlande	3,34	3,43	26,2	25,7	350,8	3 725	21 582
France	2,15	2,17	38,7	39,0	139,5	24 075	18 874
Allemagne	2,45	2,52	31,4	31,2	307,0	41 100	20 261
Pays-Bas	1,82	1,76	34,2	36,2	246,3	6 075	21 003

En 2000, quel était le rapport entre le PIB des Pays-Bas et celui de la Finlande?

- A. 1/3
- B. 2/3
- C. 3/2
- D. 3/1
- E. Aucune de ces réponses

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A calculator is available at the bottom of this page.

Pays	Dépenses R & D par pays						
	Dépenses R&D (% du PIB)		% de R&D financé par le gouvernement		Nombre de demandes de brevet (par million d'habitants)	Dépenses R&D (millions €)	PIB par tête (€)
	2000	2003	2000	2003			
Belgique	1,97	1,89	22,9	23,5	145,6	3 900	19 330
Finlande	3,34	3,43	26,2	25,7	350,8	3 725	21 582
France	2,15	2,17	38,7	39,0	139,5	24 075	18 874
Allemagne	2,45	2,52	31,4	31,2	307,0	41 100	20 261
Pays-Bas	1,82	1,76	34,2	36,2	246,3	6 075	21 003

Sachant que le PIB de l'Allemagne a augmenté de 2 % entre 2000 et 2003, de combien les dépenses du gouvernement en matière de R&D ont-elles augmenté durant la même période?

- A. 1,35 %
- B. 2,20 %
- C. 3,25 %
- D. 4,25 %
- E. Aucune de ces réponses

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Section: Numerical Reasoning - French

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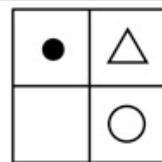
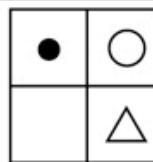
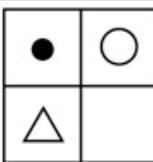
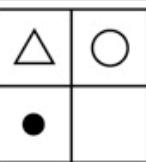
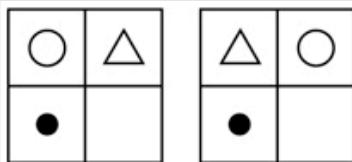
Démographie mondiale				
Continent	Superficie (en km ²)	Population (en millions)	% de la population vivant dans les villes	Nombre de pays
Afrique	30 065 000	877,5	36	53
Asie	44 579 000	3 879,0	34	44
Europe	9 938 000	727,0	74	46
Amérique du Nord	24 256 000	501,5	79	23
Amérique du Sud	17 819 000	379,5	82	12

Quelle est la superficie (en km²) de l'Amérique du Nord et de l'Amérique du Sud réunies?

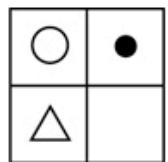
- A. 42 015 000
- B. 42 075 000
- C. 42 135 000
- D. 42 195 000
- E. 42 255 000

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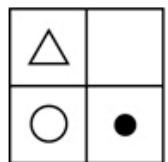
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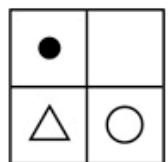
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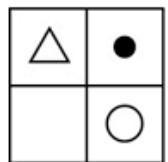
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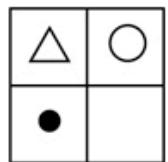
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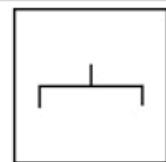
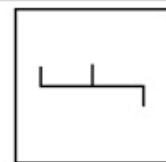
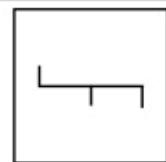
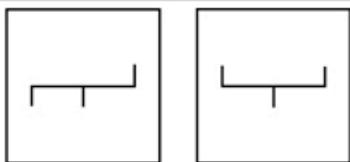


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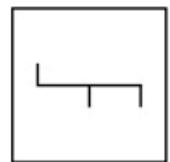


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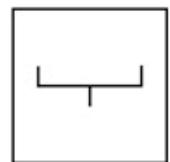
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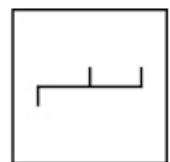
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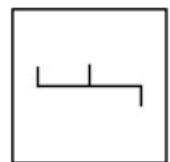
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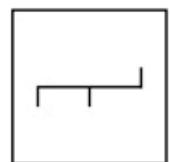
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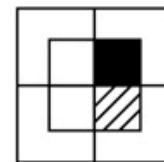
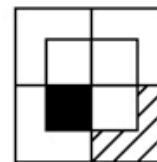
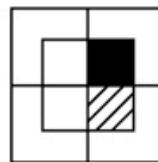
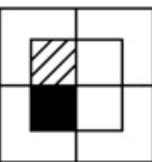
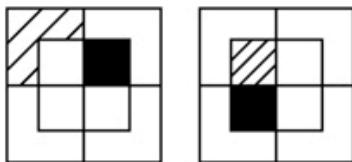


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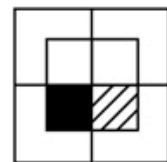


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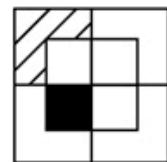
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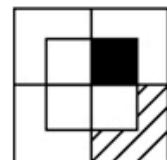
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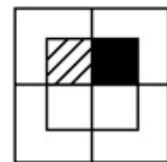
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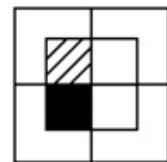
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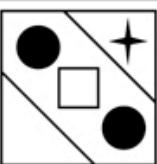
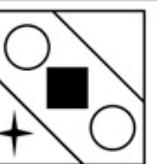
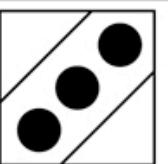
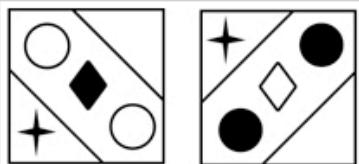


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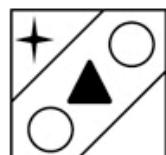
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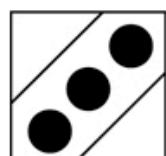
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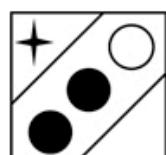
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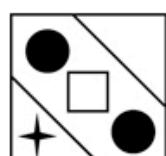
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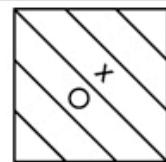
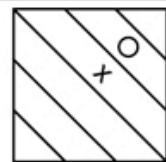
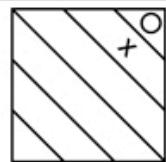
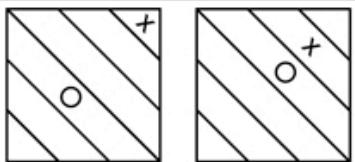


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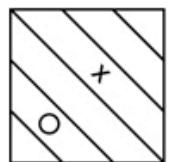


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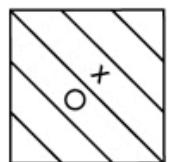
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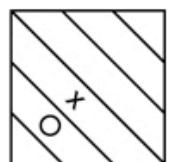
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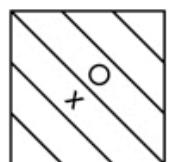
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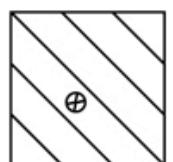
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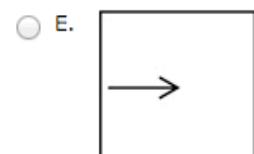
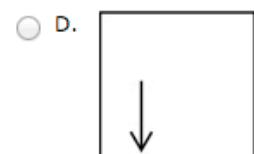
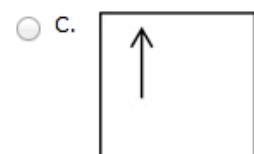
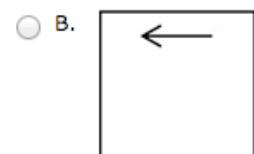
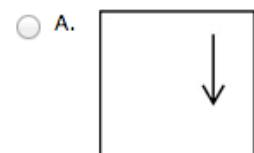
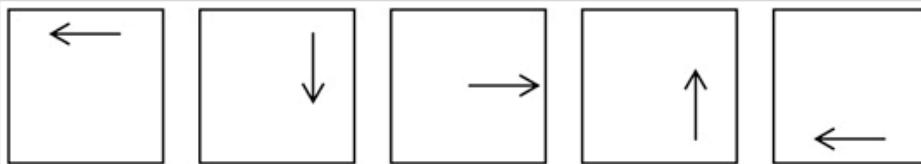


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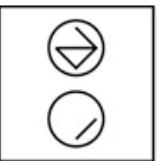
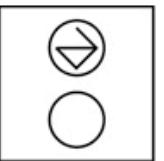
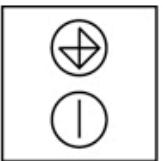
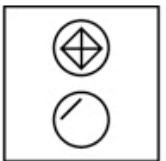
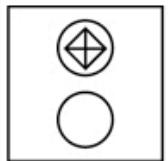
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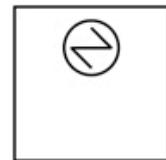


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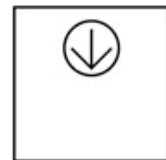
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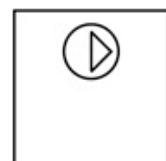
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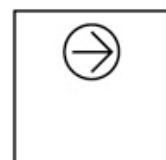
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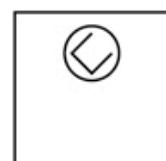
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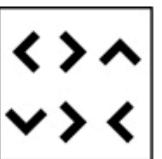
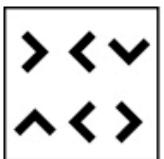


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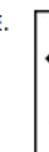


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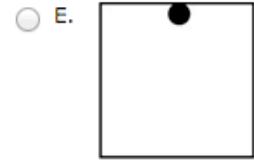
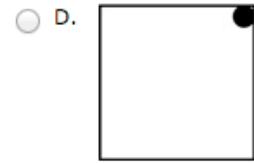
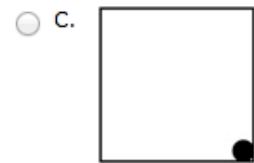
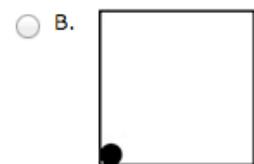
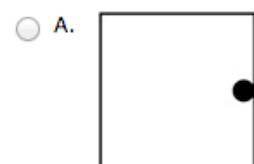
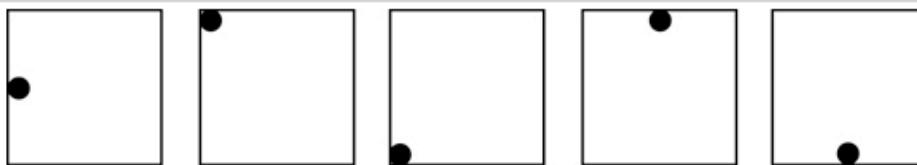
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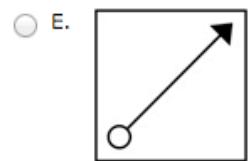
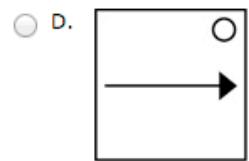
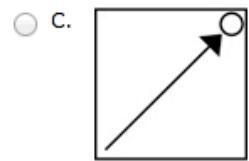
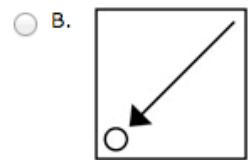
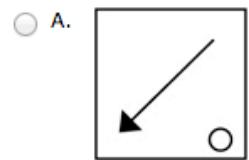
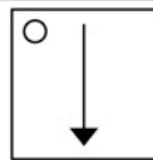
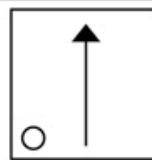
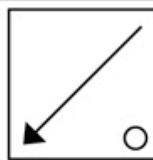
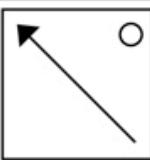
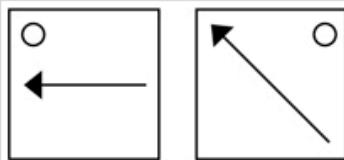
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You will be moving to a new function soon. Therefore, you are writing several process documents concerning your current function. The documents need to be reviewed by your team before they are given to your replacement in one month's time. However your team are all busy with important projects so may be unable to complete the reviews before you leave.

A

Finish the documents and ask if your manager can review them before you leave, instead of the team

B

Email the completed documents to your team asking them to review them when they have time

C

Speak to your team to arrange time in their work schedules to review your documents within the month

D

Continue with the documents and hand them over to the new employee without your team's reviews

Your manager has asked you to check a spreadsheet that a member of your team has compiled summarising data held on a system. When checking the figures in the spreadsheet, you spot a few errors that your team member has made. Your manager needs the spreadsheet for an important meeting so it is essential that it is accurate.

A

Highlight the errors for your manager when you return the spreadsheet

B

Suggest that your manager introduce quality checks on this type of work in the future

C

Ask your team member to check the spreadsheet and correct any errors

D

Correct the spreadsheet and explain to the team member how to avoid making these errors in future

You have been given a new responsibility of supervising a trainee in your team. The previous supervisor was too busy and was not able to devote enough time to teaching the trainee about the job. This made the trainee feel frustrated and insecure in the job. You want to help the trainee progress in the job so that less guidance is needed from you.

A

Discuss with the trainee what are the most effective ways of supervising so that you can use the method you both prefer

B

Tell the trainee that you may be very busy at times but that you will help as much as your work permits

C

Inform the trainee that you hope to be able to provide as much support as necessary

D

Spend some time with the previous supervisor to determine how best to help the trainee

There is an annual conference coming up that you would like to attend, as you think it would be beneficial for your career. There are parts of the conference that are directly related to your current function but other parts that are not as relevant. Your manager is unsure whether to allow you to attend the conference because it is a particularly busy time of year for you and your fellow team members.

A

Meet with your manager to talk about the impact on your work if you attend the conference

B

Tell your manager that you will not go to the conference as it is only partly related to your role

C

Persuade your manager to let you attend the conference by discussing how it will help you progress in your career

D

Only attend the parts of the conference that are directly related to your function, and work during the less relevant parts

A new system has been introduced in your organisation to make report creation more efficient. After using the new system a few times you notice that the reports created contain errors. Your manager requires a report urgently but the old system that you are all familiar with has been disabled. The IT department is aware of the issues with the new system, but as far as you know, no solution to the problem has yet been found.

A

Speak to the IT department to find out if the old system can be reactivated while the new system is fixed

B

Continue using the new system to create the report for your manager and manually correct the errors

C

Tell your manager that you are unable to create the report as the new system is producing mistakes

D

Give the report generated from the new system to your manager, highlighting any errors that have occurred

One of your regular tasks is to proofread a factsheet that your manager compiles every month about your team's work. This month your manager asks you to write the factsheet yourself. This factsheet is a lot more complex than other documents you have written but one of your colleagues compiles a similar factsheet for another manager in the department. You want to complete this task to a high standard to show your manager what you have learnt while proofing the factsheets in the past.

A

Write the factsheet and arrange to discuss it with your manager once it is complete

B

Complete the factsheet and then ask your colleague to review it and provide you with feedback

C

Write as much of the factsheet as you can and ask your colleague to complete any sections you are having difficulty with

D

Explain to your manager that you have never written such a complex factsheet and that you would prefer to continue proofreading

You are holding a meeting with the team you are in charge of to discuss an important project. One of your team members is unusually quiet today. This team member normally prepares all the documents the team needs for the meeting but has not done so today. You feel that this is affecting the team's focus on discussing the project and may impact on the quality of their work. After the meeting you discover that the team member is having personal problems.

A

Tell the team member that it is important not to allow personal problems to affect the team's work

B

Show your support by offering to reassign the task of preparing documents for project meetings until the problems are resolved

C

Explain the situation to the rest of the team and ask them to check that this team member is completing other work

D

Ask whether the team member would prefer not to attend the meetings at present

Your manager has given you a checklist designed by a colleague for reviewing some financial information that will be used as a basis for your department's budget. You start to use the checklist and find that the instructions use terminology that does not seem to link clearly to the information. This is the first time you have performed this task and you are not familiar with the terminology.

- A Ask your colleague to explain the terminology so that you can understand the checklist and complete the review
- B Complete the review and ask your colleague to check it to make sure you have followed the checklist correctly
- C While you are reviewing the information, note down the terminology that is unclear so that you can give it to your colleague
- D Explain to your manager that the terminology in the checklist makes the task difficult to complete

Your team has been taken over by a new manager who wants to reorganise the team's workload. The objective is to ensure that team members are responsible for specific tasks that require their particular skill set. This will mean that you need to take on some additional responsibilities, but you already have a heavy workload. You want to make a good impression on your new manager but you are concerned about handling this large workload.

A

Find out if there is another colleague who is able to share your tasks when your workload is particularly heavy

B

Accept the additional responsibilities and try to fit these tasks into your current workload

C

Tell your new manager that you already have a heavy workload so may not have time for additional responsibilities

D

Discuss your workload with your manager to determine the best way to cope with your new responsibilities

You work in a team who offer support to departments across the organisation on specific projects requiring specialist knowledge. The team has recently been restructured, resulting in a significant increase in the number of queries coming in. The team are concerned that this will have a negative impact on the rest of their workload.

A

Request additional resources from your manager to deal with the increase in queries

B

Tell your manager that the team is not able to provide sufficient support and ask if some of the team's queries can be dealt with elsewhere

C

Work with the team to allocate time for completing other tasks each day so the rest of the time can be spent providing support

D

Continue providing support and hope that the number of queries decreases over time

Your manager has asked you to evaluate a recent audit of your department. You have to analyse the results and write an executive summary for your manager by tomorrow lunch time. However, your manager has just left for an important meeting for the rest of the day and has not given you much detail about the audit and what should be included in the executive summary.

A

Write the summary as requested and highlight any areas of the audit that you do not understand

B

Begin to analyse the results of the audit so you can discuss it further with your manager first thing in the morning

C

Ask your colleagues if they are able to help you with summarising the audit results for your manager

D

Attempt to summarise the audit even though you know that it may not meet your manager's requirements

You have recently been given additional tasks to incorporate into your daily workload. Your manager has asked another member of your team to take on one of your previous tasks, which involves compiling a monthly report for your manager. Your colleague is not familiar with this task and asks for your help but you are very busy trying to organise your new workload.

A

Tell your manager that your colleague is unable to complete the task and that it should be someone else's responsibility

B

Suggest that your colleague should ask another team member to assist with the report

C

Let your colleague know that you are very busy and may not have time to help before the report needs to be delivered

D

Briefly explain to your colleague how you approached the task and what your manager likes included in the report

One of your main responsibilities is to manage your team's work schedule and consult with outside organisations that your team work with. You have arranged a question-and-answer session between your team and a team from an outside organisation about a project on which the two teams are working together. The team from the outside organisation has asked for the session to be changed to another date. However, your team are attending an important training course on the proposed new date and cancelling will entail significant costs. If the question-and-answer session is held any later, it is likely to delay delivery of the project.

A

Ask the outside team to send questions for your team and send back their replies so that the project is not delayed

B

Find out if some members of your team can miss the training course in order to attend the session

C

Ask the outside team if the session can be arranged at an earlier date so that the project deadline can still be met

D

Tell the outside team that the session will have to take place as originally arranged because your team is unavailable on the proposed new date

You have recently begun managing a team whose main responsibility is to update and maintain an internal database. The team also has to create reports that can be generated from the information stored in the database. You have found that the process for generating the reports is slow and inefficient.

A

Work with the team to find a way of improving the report generation process so that it is more efficient

B

Ask the team to try using other ways of creating the reports without relying on the database

C

Do not try to change the way the reports are generated as this could cause problems with the database

D

Advise the team to use the database only when important reports are needed so that they use their time efficiently

You have been asked by your manager to assist another team with a major assignment that is due to be completed in 2 months' time. You currently have a very heavy workload and your colleagues are relying on you to complete some of your current tasks in the next couple of weeks. You are worried that you will not be able to complete those tasks because you have to start working with the other team immediately.

A

Ask if you could take a couple of weeks to complete your other tasks before starting work on the new assignment

B

Accept the assignment but make sure you will be returning to your current work as soon as the project is finished

C

Ask your manager not to assign any similar tasks to you in future when you are so busy

D

Discuss with your colleagues the possibility of shifting the deadlines for your current tasks in order to accommodate your new assignment

You have arranged a meeting for your manager with other managers who are all based in another country. You have just had flights booked for your manager when one of the managers due to attend the meeting asks if you can reschedule it because of another work commitment that cannot be moved.

A

Rearrange the meeting for a day when everyone can attend and have the flights changed accordingly

B

Arrange the meeting for a later date and ask everyone to reschedule any prior commitments which may conflict

C

Tell the other manager that it is too late to reschedule the meeting, as the flights have already been booked

D

Ensure that everyone can confirm their availability by sending invitations out well in advance of meetings in future

Your manager has asked you to check two guideline documents against one another to ensure that the language used is consistent. The manager has told you that the work must be done to a high standard and that it is essential for it to be accurate. It is a particularly busy day and you have a lot of other important tasks to complete.

A

Prioritise the rest of your tasks so that you can check the documents without missing any deadlines

B

Concentrate on checking the documents and complete the other tasks when you have more time

C

Ask another colleague to check the documents, as you do not have enough time to complete this task to the required standard

D

Inform your manager that you can only carry out a quick check because you are busy with other tasks

You are responsible for managing IT resources. Stocks of some of the equipment used for meetings, such as projectors and conference phones, are limited and demand for these items is high. Currently employees collect them from the storeroom when they are needed. There have been complaints that some pieces of equipment are frequently unavailable and that items are often not returned promptly after use.

A

Recommend that IT resources should be shared out between departments so that they are responsible for their own equipment

B

Create a system for booking and tracking equipment so that it can be located when needed

C

Conduct a survey to find out how employees think these issues should be addressed

D

Ask for more of the most frequently used items of equipment to be ordered to meet the demand

You are responsible for monitoring expense claims throughout the organisation. Your analysis has shown that over the last year, claims submitted by employees from a particular department have increased significantly. It is also clear that these employees have not been correctly filling out the forms required to explain and authorise expenses.

A

Suggest that a training session should be held with all employees to explain the process of filling out the expense forms

B

Speak to the department manager to find out the reason for the increase in expenses and why the forms have not been correctly completed

C

Tell the department manager that expenses must be more closely managed

D

Tell the employees concerned that they have not filled out their expense forms correctly

Your manager has asked you to assist with an important presentation which needs to be delivered next week. Your manager believes that you have strong presentation skills and that it would be useful for your development. You already have a heavy workload and are concerned that you will not be able to contribute the required effort and deliver the presentation to your manager's expectations.

A

Explain that because of your workload you can only help if the presentation is postponed to a later date

B

Postpone some of your workload so that you can complete these tasks after the presentation

C

Agree to help with the presentation but request that some of your other tasks are allocated to a colleague

D

Reprioritise your workload so that you can take on the presentation, since it will be beneficial to your development