



Certificate in ESOL for Work at NQF Entry 3

Reading Sample Assessment B - Answer Key

**Outcome 2: Recognise purpose and comprehend relevant specialist key words
and phrases related to specific work context(s)**

- 1 A memo and (a set of) guidelines.
- 2 In a workplace/office
- 3 To tell workers about non-sexist language.
- 4 (b)
- 5 (a)
- 6 This would suggest that doctors should be/usually are male.
- 7 Because of a recent unfortunate incident.
- 8 It can now be used as a singular form.