

SECTION 2

File nghe: [TẠI ĐÂY](#)

SECTION 2 Questions 11–20

Induction talk for new apprentices

Questions 11 and 12

Choose **TWO** letters, **A–E**.

Which **TWO** pieces of advice for the first week of an apprenticeship does the manager give?

- A get to know colleagues
- B learn from any mistakes
- C ask lots of questions
- D react positively to feedback
- E enjoy new challenges

Questions 13 and 14

Choose **TWO** letters, **A–E**.

Which **TWO** things does the manager say mentors can help with?

- A confidence-building
- B making career plans
- C completing difficult tasks
- D making a weekly timetable
- E reviewing progress

Questions 15–20

What does the manager say about each of the following aspects of the company policy for apprentices?

Write the correct letter, **A**, **B** or **C**, next to Questions 15–20.

- A** It is encouraged.
B There are some restrictions.
C It is against the rules.

Company policy for apprentices

- 15** Using the internet
16 Flexible working
17 Booking holidays
18 Working overtime
19 Wearing trainers
20 Bringing food to work

Key answer

SECTION 2

Dạng bài tập:

- Questions 11-14: List selection
- Questions 15-20: Matching information / List selection

11&12 IN EITHER ORDER

- 1. A**
- 2. C**

Bước 1	Xác định loại thông tin cần nghe	Which TWO pieces of advice for the first week of an apprenticeship does the manager give?
Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	<p>“There will be a lot of new information to take in but don't worry too much about trying to remember everything. The important thing is to <u>check with someone if you're not sure what to do</u> — you'll find your supervisor is very approachable and won't mind explaining things or helping you out. You're here to learn so make the most of that opportunity. You'll be spending time in different departments during your first week so make an effort to talk to as many people as possible about their work — you'll make some new friends and find out lots of useful information.”</p>
Bước 3	Nghe đáp án	<p>A. get to know colleagues (make an effort to talk to as many people as possible about their work)</p> <p>B. learn from any mistakes (không đề cập)</p> <p>C. ask lots of questions (check with someone if you're not sure what to do)</p> <p>D. react positively to feedback (“I hope that the next six months will be a positive and enjoyable experience for you” – chỉ nói về hi vọng của manager về trải nghiệm tích cực và thú vị chứ không</p>

		<p>phải khuyên nhân viên phản ứng tích cực với các nhận xét)</p> <p>E. enjoy new challenges (“the first week or so may be quite challenging” – chỉ nói tuần đầu có thể thử thách chứ không khuyên nên chấp nhận những thử thách mới)</p>
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13&14 IN EITHER ORDER

3. B

4. E

Bước 1	Xác định loại thông tin cần nghe	Which TWO things does the manager say mentors can help with?
Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	<p>“Of course, this doesn't mean they'll actually do any of your work for you — instead they'll be asking you <u>about what goals you've achieved so far</u>, as well as helping you to <u>identify any areas for improvement</u>. You can also <u>discuss your more long-term ambitions</u> with them as well.”</p> <p>Paraphrase: Improvement ~ Progress</p>
Bước 3	Nghe đáp án	<p>A. confidence-building</p> <p>B. making career plans (“they'll be asking you about what goals you've achieved so far” và “You can also discuss your more long-term ambitions with them” – nói về mục tiêu đã đạt được và mục tiêu dài hạn trong tương lai – đồng</p>

		<p>nghĩa với xây dựng kế hoạch, lộ trình sự nghiệp)</p> <p>C. completing difficult tasks (“this doesn't mean they'll actually do any of your work for you” – không phải là học làm hộ việc)</p> <p>D. making a weekly timetable (“you'll meet with them on a weekly basis” – gặp họ hằng tuần chứ không phải họ giúp lên thời gian biểu hàng tuần)</p> <p>E. reviewing progress (identify any areas for improvement)</p>
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5. B

Bước 1	Xác định loại thông tin cần nghe	Using the internet
Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	“Most importantly, the internet . As part of your job you'll be doing some research online so obviously you'll have unlimited access for that but please <u>don't use it for personal use</u> ”
Bước 3	Nghe đáp án	B. There are some restrictions – hạn chế “don't use it for personal use”- không sử dụng cho mục đích cá nhân

6. B

Bước 1	Xác định loại thông tin cần nghe	Flexible Working
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Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	"Some of you have already asked me about flexible working . After your probationary three-month period — some of you will be eligible for this — <u>but it will depend on which department you're in and what your personal circumstances are.</u> "
Bước 3	Nghe đáp án	B. There are some restrictions — "some of you will be eligible for this — but it will depend on which department you're in and what your personal circumstances are." — có thể áp dụng với vài người nhưng phụ thuộc vào người đó ở phòng ban nào và gặp trường hợp như thế nào

7. C

Bước 1	Xác định loại thông tin cần nghe	Booking holidays
Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	"I want to make sure there's no confusion about our holiday policy . Apart from any statutory public holidays <u>we ask that you don't book any holidays until after your six-month apprenticeship has finished</u> "
Bước 3	Nghe đáp án	C. It is against the rules — trái với luật vì "don't book any holidays until after your six-month apprenticeship has finished" — không xin nghỉ tới khi kết thúc 6 tháng học việc

8. A

Bước 1	Xác định loại thông tin cần nghe	Working overtime
Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	<p>"You'll be expected to work a 40-hour week but there may be opportunities to do overtime during busy periods. Although you're not required to do this, <u>it can be a valuable experience — so we advise you to take it up if possible.</u>"</p> <p>Advise sb to do sth ~ encourage</p>
Bước 3	Nghe đáp án	<p>A. It is encourage – “it can be a valuable experience — so we advise you to take it up if possible” – được khuyến khích vì đây có thể là kinh nghiệm quý báu</p>

9. A

Bước 1	Xác định loại thông tin cần nghe	Wearing trainers
Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	<p>“Comfortable shoes like trainers are preferable”</p>
Bước 3	Nghe đáp án	<p>A. It is encourage - “Comfortable shoes like trainers are preferable” nên ưu tiên loại giày thoải mái như giày thể thao</p>

10.C

Bước 1	Xác định loại thông tin cần nghe	Bringing food to work
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Bước 2	Nghe thông tin liên quan và các cách để paraphrase những thông tin đó	"so <u>we've decided to introduce a no packed lunch policy.</u> "
Bước 3	Nghe đáp án	C. It is against the rules – trái luật vì vi phạm "no packed lunch policy." – chính sách không mang đồ ăn trưa đến công ty

Tape Script

SECTION 2

Good morning everyone. My name's Janet Parker and I'm the human resources manager. We're very happy to welcome you to your new apprenticeship. I hope that the next six months will be a positive and enjoyable experience for you.

I'd like to start with some general advice about being an apprentice. Most of you have very little or no experience of working for a big organisation and the first week or so may be quite challenging. There will be a lot of new information to take in but don't worry too much about trying to remember everything. The important thing is to check with someone if you're not sure what to do - you'll find your supervisor is very approachable and won't mind explaining things or helping you out. You're here to learn so make the most of that opportunity. You'll be spending time in different departments during your first week so make an effort to talk to as many people as possible about their work - you'll make some new friends and find out lots of useful information.

As well as having a supervisor, you'll each be assigned a mentor. This person will be someone who's recently completed an apprenticeship and you'll meet with them on a weekly basis. Their role is to provide help and support throughout your

apprenticeship. Of course, this doesn't mean they'll actually do any of your work for you - instead they'll be asking you about what goals you've achieved so far, as well as helping you to identify any areas for improvement. You can also discuss your more long-term ambitions with them as well.

Now I just want to run through a few company policies for our apprenticeship scheme with you... Most importantly, the internet. As part of your job you'll be doing some research online so obviously you'll have unlimited access for that but please don't use it for personal use - you'll have your own phones for that.

Some of you have already asked me about flexible working. After your probationary three-month period - some of you will be eligible for this - but it will depend on which department Q16 you're in and what your personal circumstances are. So please don't assume you'll automatically be permitted to do this.

I want to make sure there's no confusion about our holiday policy. Apart from any statutory public holidays we ask that you don't book any holidays until after your six-month Q17 apprenticeship has finished. Time off should only be taken if you are unwell. Please speak to your supervisor if this is going to be a problem.

You'll be expected to work a 40-hour week but there may be opportunities to do overtime during busy periods. Although you're not required to do this, it can be a valuable experience Q18 - so we advise you to take it UP if possible. Obviously, we understand that people do have commitments outside work, so don't worry if there are times when you are unavailable.

As you know, we don't have a formal dress code here - you may wear casual clothes as long as they're practical - and the only restriction for shoes we have is on high heels for health

and safety reasons. Comfortable shoes like trainers are preferable. Q19

There's a heavily subsidised canteen on site where you can get hot meals or salads cheaply. Snacks and drinks are also provided - so we've decided to introduce a no packed lunch Q20 policy. This is partly to encourage healthy eating at work and partly to stop people from eating at their workstation, which is unhygienic.

OK moving on to ...

IELTS Fighter