

detailed information, which is taught. However, this course is a bit more expensive than the previous one. Also, these three days the employees participating would not be able to go to work.

### Conclusion

In the light of the above, I would recommend the latter mentioned course, because:

- it is only three days
- the high-tech equipment is new
- ~~is~~ <sup>are</sup> the taught really useful ~~into~~ techniques which could be required in the work of the employees.

Participating in the second IT course would be very useful for the company and would lead to a greater success.

Candidate Name Yuliya Asanova10 930012YULIYA ASENOVA

## CERTIFICATE IN ADVANCED ENGLISH

Writing [CEPSSU]

## Part 2

Trial Test  
WC/WS040

Time 45 minutes

## INSTRUCTIONS TO CANDIDATES

Do not open this question paper until you are told to do so.

Write your name, centre number and candidate number on this question paper.

Read the instructions for each part of the paper carefully.

Answer all the questions.

Write clearly in **pen**, not pencil. You may make alterations, but make sure your work is easy to read.

At the end of the test, hand in this question paper.

Marks from PE:	
Content	4
Communicative Achievement	4
Organisation	3
Language	4

## INFORMATION FOR CANDIDATES

Your answers in this test will not affect your result in any examination you do in the future.  
 This task is intended for use in:  
 Please tick boxes as appropriate

TEST	PART
8	1
9	2A
10	2B
11	2C



Write your answer in 220 – 260 words in an appropriate style on the opposite page.

- 1 Your company wants to organise some IT training for its employees. Your manager has asked you to write a report about the different courses available. You have found two suitable courses. One is a six-week online course, and the other is a three-day full-time course taught in a training centre. In your report, briefly outline the content of the courses and their strengths and weaknesses. Recommend which one you think would be better for both the employees and the company.

Write your report.

Question 1

## Report on IT training courses

### Introduction

The aim of this report is to examine the good and bad points of two IT training courses. It will also recommend which one would be more suitable to both the employees and the company.

### Online course

The online course lasts six weeks, which is a bit on the long side, but it gives is not very intensive and gives freedom to the employees to work in the meantime or do some other activities. Since it is online, the home atmosphere could be taken as an advantage. The interface of the program is friendly and the material is presented in an understandable way. Although, some errors may occur such as your computer does not have the settings required or other.

### Course in a ~~training~~ training centre

This course duration is three days. The training centre's equipment is very modern and perfectly suitable for the