Pre-training Assessment: Certificate IV Marketing

Instructions

Complete the following exercises to the best of your ability. You should try to complete all tasks fully. Please take your time and read each question completely.

This evaluation is not a test – the information it give us about your writing and math skills will help us plan support throughout the program. This information is confidential and will not be used for any other purpose and will remain the property of the Institute of Advanced Business studies.

1. Look at the group of words below. Arrange the words in alphabetical order.

   - Sun  1. ______________
   - Shop  2. ______________
   - Stop  3. ______________
   - Strong  4. ______________
   - Some  5. ______________
   - Spot  6. ______________

2. Circle each incorrectly spelt words:

   Monday   Bus   Pensil   Shoes   Food
   Phone   Cleen   House   Play   Tecnical

3. Write a short paragraph about why you are interested in doing this course?


4. Calculate the following:

   a) $17 + 109 = $126 
   b) $94 + $80 = $174 
   c) $117 - $40 = $77 
   d) $12 \times $8 = $96 
   e) $108 ÷ $9 = $12

   $0.07 + $0.95 = $1.02 
   $0.95 + $99 = $109.95 
   $119.00

   a) $56 + $99 = $155 
   b) $99 - $8 = $91 
   c) $8 \times $3 = $24 
   d) $108 ÷ $4 = $27 
   e) $108 ÷ $9 = $12

   $0.07 + $0.95 = $1.02 
   $0.95 + $99 = $109.95 
   $119.00
5. List 3 sources of information you can access to gather marketing information.

6. List 2 examples of a successful marketing activity.

7. Name 3 sources where you could research and gain information in regards to your industry.

8. What are 3 examples of tasks in your workplace that you need coaching for, in order to learn the skills?

Student signature: __________________________

Date: __________________________

IABS Use only: Training Course Suitable and Appropriate

Y/N and Comment: __________________________

Date: __________________________