

## Skills for Life (QCF) – Entry 2 Reading Preparation Activity 3: Alphabetical order task (Exam questions 22-24)

### Questions 1-3

Your teacher wants you to learn this list of words from the text. The words are in alphabetical order, but the following words are missing: **canteen**, **training**, **notebook**, **receptionist**. For each word, choose the correct place (A-E) in the list and circle the letter **on your answer sheet**. There is one place you do not need and an example.

*Words to learn by next week:*

    **A (example)**      
dictionary  
folder  
hungry

    **B**      
manager

    **C**      
programme

    **D**      
stationery

    **E**      
whiteboard

Example: *canteen*                   .....     **A**    

1. training                           .....

2. notebook                         .....

3. receptionist                   .....

### Answer sheet extract

Question	Answer
1.	A B C D E
2.	A B C D E
3.	A B C D E

### Answers

1. E

2. C

3. D