There are two tasks in this test. You must do both tasks. 
*Write on the answer sheets supplied.*

**TASK ONE**

*Choose one of the following topics. You should write between 120 and 150 words in an appropriate style.*

1. You have just bought ten computers for your unit. When the equipment arrived it turned out that four out of ten computers do not work properly and the requested software was not installed. You called the store and tried to explain the problem but the shop assistant was very rude and did not want to listen to you. Write a letter of complaint to the store and ask for immediate reaction and solving your problem.

2. You would like to join the instructors team in your military unit. Write a letter to your commander explaining why you would be suitable for the post. Include relevant education, trainings or courses, mention your interest in teaching career, your personal qualities and commitment.

**TASK TWO**

*You must do this task.*

You are commanding a UN checkpoint. Yesterday there was an incident with the vehicle. Write a report of between 120-150 words describing the incident. Use the notes below:

- **place:** A UN checkpoint at the border of Greenland.
- **time:** 20:15 local time
- **people:** Sergeant Mark Smith, you
- **event:** a truck drove at the full speed towards the checkpoint ignoring the signs ordering vehicles to slow down, checkpoint under fire, attackers dead
- **actions taken:** fire back, sergeant Smith taken to hospital (not seriously wounded)
- **damage:** damaged checkpoint, repairs needed
- **suggestions:** improve security measures at checkpoint