

1 Read the text and decide which answer (A, B, C or D) best fits each space.

Interpreting the feelings of other people is not always easy, as we all know, and we (1) ..... as much on what they seem to be telling us, as on the (2) ..... words they say. Facial (3) ..... and tone of voice are obvious ways of showing our (4) ..... to something, and it may well be that we unconsciously (5) ..... views that we are trying to hide. The art of being tactful lies in (6) ..... these signals, realising what the other person is trying to say, and acting so that they are not embarrassed in any way. For example, we may understand that they are (7) ..... reluctant to answer our question, and so we stop pressing them. Body movements in general may also (8) ..... feelings, and interviewers often (9) ..... particular attention to the way a candidate for a job walks into the room and sits down. However, it is not difficult to present the right kind of appearance, while what many employers want to know relates to the candidate's character (10) ..... , and psychological stability. This raises the (11) ..... question of whether job candidates should be asked to complete psychological tests, and the further problem of whether such tests actually produce (12) ..... results. For many people, being asked to take part in such a test would be an objectionable (13) ..... into their private lives. Quite (14) ..... from this problem, can such tests predict whether a person is likely to be a (15) ..... employee or a valued colleague?

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|------------------|------------------|----------------|-----------------|
| 1) A estimate    | B rely           | C reckon       | D trust         |
| 2) A other       | B real           | C identical    | D actual        |
| 3) A looks       | B expression     | C image        | D manner        |
| 4) A view        | B feeling        | C notion       | D reaction      |
| 5) A express     | B declare        | C exhibit      | D utter         |
| 6) A taking down | B putting across | C picking up   | D going over    |
| 7) A at least    | B above all      | C anyhow       | D in fact       |
| 8) A display     | B indicate       | C imply        | D infer         |
| 9) A have        | B show           | C make         | D pay           |
| 10) A quirks     | B mannerisms     | C traits       | D points        |
| 11) A awkward    | B risky          | C unpleasant   | D touchy        |
| 12) A faithful   | B regular        | C reliable     | D predictable   |
| 13) A invasion   | B intrusion      | C infringement | D interference  |
| 14) A different  | B apart          | C away         | D except        |
| 15) A pedantic   | B particular     | C laborious    | D conscientious |