



Level C

Reading

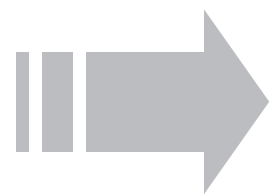
**STEPS**

Sample Items

**2023**







Turn the page.

## DIRECTIONS

1. Mark your answers on the answer sheet. Use a number 2 pencil only.
  2. Please do **not** write in the test booklet.
  3. Try to answer every question. Choose the **one** best answer. If you want to change an answer, be sure to erase the first mark completely.
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## Practice



CameraWorld  
Employee Newsletter

**Welcome!**

1 Camera World wants to welcome Sandra Kim to the accounting  
2 team. Sandra brings 20 years of experience in the camera business,  
3 including 12 years with our competitor, Photo Works. Please take a  
4 moment to stop by Sandra's desk and introduce yourself to the newest  
5 player on our team.

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## Practice 1

What is the main reason this announcement is in the newsletter?

- A. to say goodbye to Sandra
- B. to make Sandra feel welcome
- C. to talk about benefits at Photo Works
- D. to describe Sandra's accounting duties

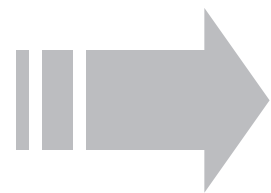
## Practice 2

In line 5, the writer of the newsletter uses the word team to give a feeling of \_\_\_\_\_.

- A. ability
- B. athletics
- C. community
- D. weakness







Turn the page to begin the test.

# IVY VINE COLLEGE

New service starting October 10!



## park&ride

free shuttle bus service

from all student parking lots to all classroom buildings

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Buses run every 15 minutes

Monday - Friday

6:00 am - midnight

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Students only

Students must show Student ID



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1. What is this sign about?

- A. locating parking spots
- B. getting student ID cards
- C. student class schedules
- D. a transportation service

2. Students can get a shuttle bus \_\_\_\_\_.

- A. 24 hours a day
- B. on the weekend
- C. without a student ID
- D. from student parking lots

## ❖ **EMPLOYEE STORE OPENING CHECKLIST**

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- 1.** Unlock door
- 2.** Turn off alarm
- 3.** Turn on lights
- 4.** Change sign on door to OPEN
- 5.** Greet customers

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3. This sign tells employees how to \_\_\_\_\_.

- A. open the store
- B. order supplies
- C. set the alarm
- D. help customers

4. Employees turn off the alarm after \_\_\_\_\_.

- A. turning on the lights
- B. changing the sign
- C. unlocking the door
- D. greeting customers



# Family Fitness Center

## Physical Fitness Profile

### Section 1

Name Barry Marooki Height 5' 8" Weight 240  
Age 31 Occupation: construction

### Section 2

What is your fitness goal? Check which applies:

- Overall fitness       Cardiovascular improvement  
 Weight loss       Other

### Section 3

Have you ever followed a physical fitness program?  Yes    No (circle one)

If yes, please explain: Played high school football.

### Section 4

How much time do you have available to exercise on your own?

Minutes per day    30     45    60    75    90  
Days of the week     SUN    MON    TUE     WED    THU    FRI     SAT  
Time of day        AM     PM

### Section 5

Additional Information: I am interested in an exercise routine and techniques to help prevent pain and swelling in my knee, which I injured on a construction job three years ago.

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5. The purpose of this form is for Barry to explain \_\_\_\_.
- A. to his boss how he got injured at a construction job
  - B. his exercise history and what services he needs
  - C. how he is dealing with current health issues
  - D. what he likes about his weekly exercise routine

6. What is Barry's fitness goal?
- A. to lose weight
  - B. to play football again
  - C. to be well enough to work construction
  - D. to find a person to exercise with

7. In Section 5, which word *best* matches the meaning of techniques?
- A. events
  - B. machines
  - C. schedules
  - D. strategies

# Job Search

Job Title, Keywords



Location

Townsville



**Search**

## 1 Result

### **Position: Zoo Helper**

234 Zoo Drive, Townsville PA

Posted: 2 days ago    Salary: \$12.41 - \$27.84 per hour    Part Time

The Zoo Helper will answer questions from zoo visitors and provide information about the animals. The Zoo Helper does not take care of the animals. During the summer, the Zoo Helper will teach at the children's summer camps.

Hours: Monday – Friday, 8 a.m. to 12 p.m.

**Apply Now!**

8. What is this information about?

- A. a new job
- B. new summer camps
- C. the zoo hours
- D. a zoo program

9. The zoo helper will \_\_\_\_\_.

- A. clean the animals
- B. work full time
- C. feed the animals
- D. teach in the summer

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10. The word provide means \_\_\_\_\_.

- A. learn
- B. give
- C. take
- D. read



## Valleyview Adult School

# Computer skills Training

Valleyview Adult School has a new Computer Skills class. The class will help students prepare for the computer skills test. Students passing the test will receive a certificate to show employers.

### When are the classes?

- Tuesday & Thursday, 6:00 - 9:00 pm
- August 25 - December 11

### What is required to take the class?

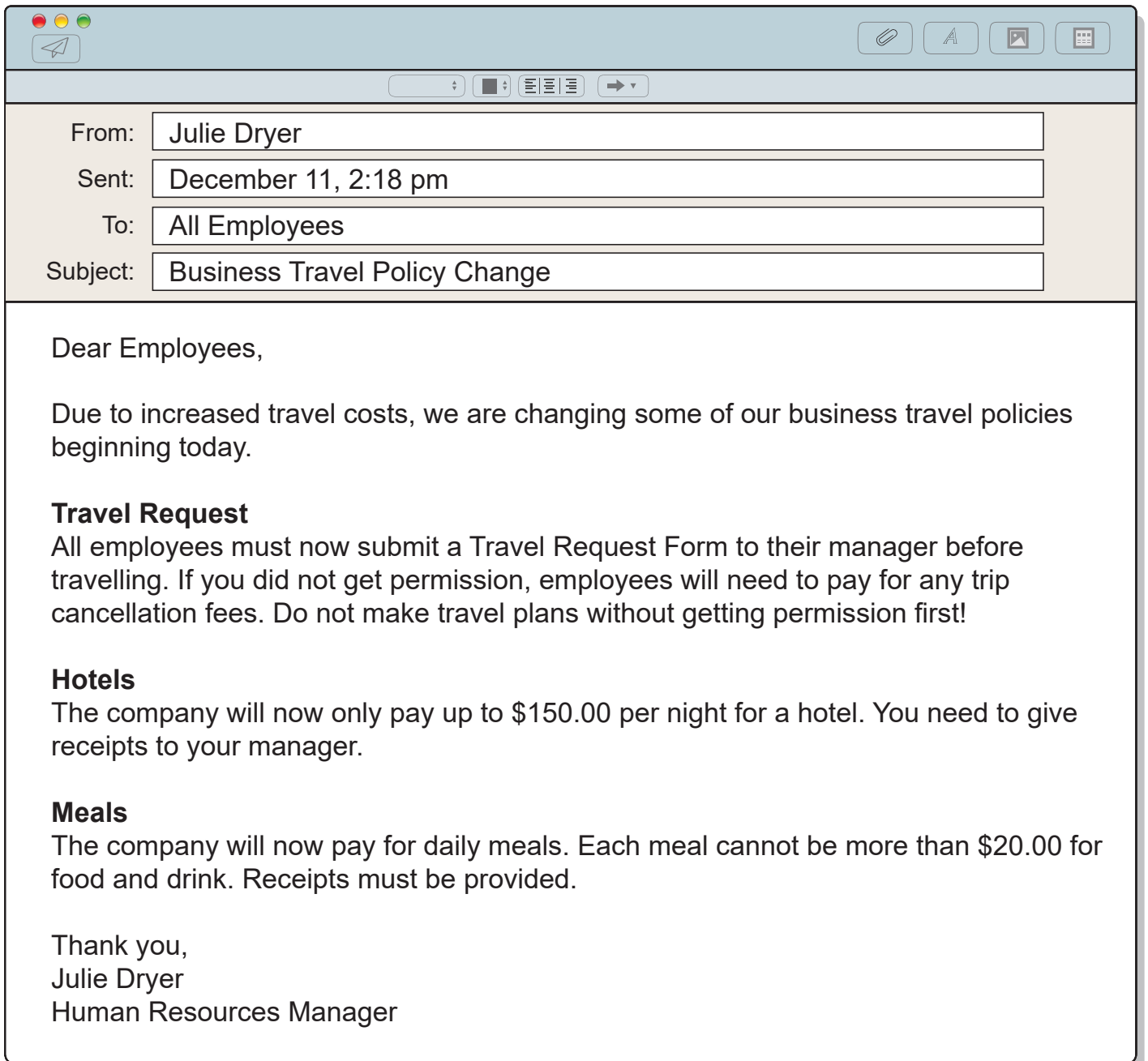
- Access to a computer at home
- Must be 18 years of age or older

**For more information, please call 212-555-5674**

Register for class now at  
[register@valleyviewadult.edu](mailto:register@valleyviewadult.edu)



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11. Why did the school make the announcement?
- A. to tell students about new computer jobs
  - B. to get students to sign up for a new class
  - C. to explain the new computer skills test
  - D. to give information about a new adult school
12. What does someone need to sign up for the class?
- A. a job using computers
  - B. a computer skills certificate
  - C. a computer at home
  - D. a score on the computer skills test
13. What does register mean?
- A. sign up
  - B. meet up
  - C. pay
  - D. apply



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14. The main purpose of this e-mail is to tell employees about \_\_\_\_\_.

- A. the cost of a new work trip
- B. dates employees can travel
- C. travel policies that changed
- D. managers going on work trips

15. How much will the company pay for each meal?

- A. \$20
- B. \$60
- C. \$150
- D. nothing

16. This e-mail says that employees \_\_\_\_\_.

- A. have to travel with a manager
- B. do not need to submit travel receipts
- C. will get only one meal paid for per day
- D. may have to pay for trip cancellation fees

CASAS Reading STEPS Sample Test Items for Instructional Use

**CASAS Reading STEPS – Sample Test Items**

**Answer Keys**

**Level C**

Practice 1. B

Practice 2. C

1. D

2. D

3. A

4. C

5. B

6. A

7. D

8. A

9. D

10. B

11. B

12. C

13. A

14. C

15. A

16. D