

## IELTS General Reading Practice Test 32

### Workplace Dismissals

#### Before the dismissal

If an employer wants to dismiss an employee, there is a process to be followed.

Instances of minor misconduct and poor performance must first be addressed through some preliminary steps.

Firstly, you should be given an improvement note. This will explain the problem, outline any necessary changes and offer some assistance in correcting the situation. Then, if your employer does not think your performance has improved, you may be given a written warning. The last step is called a final written warning which will inform you that you will be dismissed unless there are improvements in performance. If there is no improvement, your employer can begin the dismissal procedure.

The dismissal procedure begins with a letter from the employer setting out the charges made against the employee. The employee will be invited to a meeting to discuss these accusations. If the employee denies the charges, he is given the opportunity to appear at a formal appeal hearing in front of a different manager. After this, a decision is made as to whether the employee will be let go or not.

#### Dismissals

Of the various types of dismissal, a fair dismissal is the best kind if an employer wants an employee out of the workplace. A fair dismissal is legally and contractually strong and it means all the necessary procedures have been correctly followed. In cases where an employee's misconduct has been very serious, however, an employer may not have to follow all of these procedures. If the employer can prove that the employee's behavior was illegal, dangerous or severely wrong, the employee can be dismissed immediately: a procedure known as summary dismissal.

Sometimes a dismissal is not considered to have taken place fairly. One of these types is wrongful dismissal and involves a breach of contract by the employer. This could involve dismissing an employee without notice or without following proper disciplinary and dismissal procedures. Another type, unfair dismissal, is when an employee is sacked without good cause.

There is another kind of dismissal, known as constructive dismissal, which is slightly peculiar because the employee is not actually openly dismissed by the employer. In this case, the employee is forced into resigning by an employer who tries to make significant changes to the original contract. This could mean an employee might have to work night shifts after originally signing on for day work, or he could be made to work in dangerous conditions.

**Questions 1 and 2: Complete the sentences below. Choose NO MORE THAN THREE WORDS from the text for each answer.**

1. If an employee receives a , this means he will lose his job if his work does not get better.

2. If an employee does not accept the reasons for his dismissal, a can be arranged.

Questions 3–7: Look at the following descriptions and the list of terms in the box below.

Match each description with the correct term A–E.

<b>A</b>	<b>Fair dismissal</b>
<b>B</b>	<b>Summary dismissal</b>
<b>C</b>	<b>Unfair dismissal</b>
<b>D</b>	<b>Wrongful dismissal</b>
<b>E</b>	<b>Constructive dismissal</b>

3. An employee is asked to leave work straight away because he has done something really bad.

4. An employee is pressured to leave his job unless he accepts conditions that are very different from those agreed to in the beginning.

5. An employer gets rid of an employee without keeping to conditions in the contract.

6. The reason for an employee's dismissal is not considered good enough.

7. The reasons for an employee's dismissal are acceptable by law and the terms of the employment contract.

End of Silver Screen

Cinema technology has remained much the same for a century, so when will it go digital? Kevin Hilton views the projections.

A Cinema is full of contradictions. It is high-tech and old-fashioned at the same time. Today's films are full of digital sound and computer-generated special effects. Yet they are still stored on celluloid film, the basis of which is more than 100 years old. They are also displayed with projectors and screens that seem to belong to our great grandparents' generation.

B Now that we are in the second century of cinema, there are moves to bring the medium right up to date. This will involve revolutionizing not just how films are made but also how they are distributed and presented. The aim is not only to produce and prepare films digitally but to be able to send them to movie theatres by digital, electronic means. High-resolution digital projectors would then show the film. Supporters say this will make considerable savings at all stages of this chain, particularly for distribution.

C With such a major technological revolution on the horizon, it seems strange that the industry is still not sure what to call itself. This may appear a minor point, but the choices, 'digital' cinema and 'electronic' cinema (e-cinema), suggest different approaches to, and aspects of, the business. Digital cinema refers to the physical capture of images; e-cinema covers the whole chain, from production through post-production (editing, addition of special effects, and construction of soundtrack) to distribution and projection.

D And what about the effects of the new medium? The main selling point of digital cinema is the high resolution and sharpness of the final image. But those who support the old-fashioned approach to film point to the celluloid medium's quality of warmth. A recurring criticism of video is that it may be too good: uncomfortably real, rather like looking through an open window. In 1989, the director of the first full-length American digital high-definition movie admitted that the picture had a 'stark, strange reality to it'.

E Even the money-saving aspect of e-cinema is doubted. One expert says that existing cinemas will have to show the new material and not all of them will readily or rapidly furnish themselves with the right equipment. 'E-cinema is seen as a way of saving money because print costs a lot,' he says. But for that to work, cinemas have to be showing the films because cinemas are the engine that drives the film industry.'

F This view has prompted some pro-digital entrepreneurs to take a slightly different approach. HD Thames is looking at reinventing the existing cinema market, moving towards e-theatre, which would use digital video and projection to present plays, musicals, and some sporting events to the public. This is not that different from the large-screen TV system that was set up in New York in 1930, and John Logie Baird's experiments with TV in the late 1920s and early 30s.

**Questions 1-6: The Reading Passage has six paragraphs A–F. Choose the correct heading for each paragraph from the list of headings below.**

<b>1</b>	<b>Indecision about a name</b>
<b>2</b>	<b>Current problems with distribution</b>
<b>3</b>	<b>Uncertainty about financial advantages</b>
<b>4</b>	<b>The contrasts of cinema today</b>
<b>5</b>	<b>The history of cinema</b>
<b>6</b>	<b>Integrating other events into cinema</b>
<b>7</b>	<b>The plans for the future of films</b>
<b>8</b>	<b>An unexpected advantage</b>
<b>9</b>	<b>Too true to life?</b>

**1. Paragraph A**

**2. Paragraph B**

**3. Paragraph C**

**4. Paragraph D**

**5. Paragraph E**

**6. Paragraph F**

**Questions 7-11: Complete the summary below. Choose NO MORE THAN THREE WORDS for each answer. Write your answers in boxes 7-11 on your answer sheet.**

**There are big changes ahead for cinema if digital production takes place and the industry no longer uses (7) and gets rid of the old-fashioned (8) and used to show movies. The main advantage is likely to be that the final image will be clearer. However, some people argue that the digital picture will lack (9) . In addition, digital production will only reduce costs if cinemas are willing to buy new (10) . As a result, experiments with what is called (11) may mark a change in the whole entertainment industry.**