

## 4 Quality Management System

### 4.1 General Requirements

[See Process Flow Chart FC 4.1-1](#)

Alabama Specialty Products, Inc. has established, documented and implemented a Quality Management System (QMS) in accordance with the requirements of the ISO 9001:2008 Standard, it is not a stand-alone system, but is integrated within ASPI's operating discipline which encompasses the policies, requirements, and work processes of Environment, Health, Safety, Manufacturing, Human Resources and Quality.

Developed and endorsed by company management the QMS ensures that customers' receive quality, reliability and integrity in the products and services ASPI provides them and that customers' needs and requirements are met. The QMS calls for precise adherence to specifications, as well as legal and quality requirements.

Product quality is maintained through systems of standardization and process control. Service quality covers all aspects of customer transactions and is ensured by the function that is providing the service.

### 4.2 Documentation Requirements

#### 4.2.1 General

The QMS documentation includes:

- A documented Quality Policy and objectives
- A Quality Manual, (requirements for the quality manual are contained in section 4.2.2)
- Documented procedures required by ISO 9001:2008 (i.e., sections 4.2.3, 4.2.4, 8.2.2, 8.3, 8.5.2 and 8.5.3)
- Documents (information and its supporting medium) needed by the organization to ensure the effective planning, operation and control of its processes
- Records required by ISO 9001:2008, (stating results achieved or providing evidence of activities performed)

#### 4.2.2 Quality Manual

This Quality Manual has been prepared to describe Alabama Specialty Products, Inc. QMS. The scope and permissible exclusions of the QMS are described in section one of this manual. Each section of the manual references documented QMS procedures relating to the requirements outlined in that section. The [Process Flow Chart, FC 4.1-1](#), provides a description of the interaction between the processes of the QMS system.

#### 4.2.3 Control of Documents

All the QMS documents are controlled according to the [Document Control Procedure, QP 4.2-1](#).

#### 4.2.4 Control of Quality Records

Quality Records are maintained to provide evidence of conformity to requirements and the effective operation of the QMS. The records are maintained according to the [Control of Documents and Quality Records, QP 4.2-1](#).

# Sample Quality Manual Template

**AW Chickering**



**Sample Quality Manual Template:**

This is likewise one of the factors by obtaining the soft documents of this **Sample Quality Manual Template** by online. You might not require more become old to spend to go to the books creation as with ease as search for them. In some cases, you likewise pull off not discover the notice Sample Quality Manual Template that you are looking for. It will unquestionably squander the time.

However below, like you visit this web page, it will be hence unconditionally easy to acquire as without difficulty as download guide Sample Quality Manual Template

It will not recognize many period as we run by before. You can realize it even if put on an act something else at home and even in your workplace. suitably easy! So, are you question? Just exercise just what we find the money for below as skillfully as review **Sample Quality Manual Template** what you past to read!

<https://crm.avenza.com/results/Resources/index.jsp/panasonic%20printer%20kxp65service%20manual.pdf>

## **Table of Contents Sample Quality Manual Template**

1. Understanding the eBook Sample Quality Manual Template
  - The Rise of Digital Reading Sample Quality Manual Template
  - Advantages of eBooks Over Traditional Books
2. Identifying Sample Quality Manual Template
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Sample Quality Manual Template
  - User-Friendly Interface
4. Exploring eBook Recommendations from Sample Quality Manual Template

- Personalized Recommendations
- Sample Quality Manual Template User Reviews and Ratings
- Sample Quality Manual Template and Bestseller Lists
- 5. Accessing Sample Quality Manual Template Free and Paid eBooks
  - Sample Quality Manual Template Public Domain eBooks
  - Sample Quality Manual Template eBook Subscription Services
  - Sample Quality Manual Template Budget-Friendly Options
- 6. Navigating Sample Quality Manual Template eBook Formats
  - ePub, PDF, MOBI, and More
  - Sample Quality Manual Template Compatibility with Devices
  - Sample Quality Manual Template Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Sample Quality Manual Template
  - Highlighting and Note-Taking Sample Quality Manual Template
  - Interactive Elements Sample Quality Manual Template
- 8. Staying Engaged with Sample Quality Manual Template
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Sample Quality Manual Template
- 9. Balancing eBooks and Physical Books Sample Quality Manual Template
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Sample Quality Manual Template
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Sample Quality Manual Template
  - Setting Reading Goals Sample Quality Manual Template
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Sample Quality Manual Template

- Fact-Checking eBook Content of Sample Quality Manual Template
- Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
- 14. Embracing eBook Trends
  - Integration of Multimedia Elements
  - Interactive and Gamified eBooks

### **Sample Quality Manual Template Introduction**

In the digital age, access to information has become easier than ever before. The ability to download Sample Quality Manual Template has revolutionized the way we consume written content. Whether you are a student looking for course material, an avid reader searching for your next favorite book, or a professional seeking research papers, the option to download Sample Quality Manual Template has opened up a world of possibilities. Downloading Sample Quality Manual Template provides numerous advantages over physical copies of books and documents. Firstly, it is incredibly convenient. Gone are the days of carrying around heavy textbooks or bulky folders filled with papers. With the click of a button, you can gain immediate access to valuable resources on any device. This convenience allows for efficient studying, researching, and reading on the go. Moreover, the cost-effective nature of downloading Sample Quality Manual Template has democratized knowledge. Traditional books and academic journals can be expensive, making it difficult for individuals with limited financial resources to access information. By offering free PDF downloads, publishers and authors are enabling a wider audience to benefit from their work. This inclusivity promotes equal opportunities for learning and personal growth. There are numerous websites and platforms where individuals can download Sample Quality Manual Template. These websites range from academic databases offering research papers and journals to online libraries with an expansive collection of books from various genres. Many authors and publishers also upload their work to specific websites, granting readers access to their content without any charge. These platforms not only provide access to existing literature but also serve as an excellent platform for undiscovered authors to share their work with the world. However, it is essential to be cautious while downloading Sample Quality Manual Template. Some websites may offer pirated or illegally obtained copies of copyrighted material. Engaging in such activities not only violates copyright laws but also undermines the efforts of authors, publishers, and researchers. To ensure ethical downloading, it is advisable to utilize reputable websites that prioritize the legal distribution of content. When downloading Sample Quality Manual Template, users should also consider the potential security risks associated with online

platforms. Malicious actors may exploit vulnerabilities in unprotected websites to distribute malware or steal personal information. To protect themselves, individuals should ensure their devices have reliable antivirus software installed and validate the legitimacy of the websites they are downloading from. In conclusion, the ability to download Sample Quality Manual Template has transformed the way we access information. With the convenience, cost-effectiveness, and accessibility it offers, free PDF downloads have become a popular choice for students, researchers, and book lovers worldwide. However, it is crucial to engage in ethical downloading practices and prioritize personal security when utilizing online platforms. By doing so, individuals can make the most of the vast array of free PDF resources available and embark on a journey of continuous learning and intellectual growth.

### FAQs About Sample Quality Manual Template Books

How do I know which eBook platform is the best for me? Finding the best eBook platform depends on your reading preferences and device compatibility. Research different platforms, read user reviews, and explore their features before making a choice. Are free eBooks of good quality? Yes, many reputable platforms offer high-quality free eBooks, including classics and public domain works. However, make sure to verify the source to ensure the eBook credibility. Can I read eBooks without an eReader? Absolutely! Most eBook platforms offer web-based readers or mobile apps that allow you to read eBooks on your computer, tablet, or smartphone. How do I avoid digital eye strain while reading eBooks? To prevent digital eye strain, take regular breaks, adjust the font size and background color, and ensure proper lighting while reading eBooks. What the advantage of interactive eBooks? Interactive eBooks incorporate multimedia elements, quizzes, and activities, enhancing the reader engagement and providing a more immersive learning experience. Sample Quality Manual Template is one of the best book in our library for free trial. We provide copy of Sample Quality Manual Template in digital format, so the resources that you find are reliable. There are also many Ebooks of related with Sample Quality Manual Template. Where to download Sample Quality Manual Template online for free? Are you looking for Sample Quality Manual Template PDF? This is definitely going to save you time and cash in something you should think about.

### Find Sample Quality Manual Template :

**panasonic printer kxp65service manual**

~~pancakes crecirepes blinis albums larousse~~

panasonic pt ez570 service manual and repair guide

[panasonic manual kx-tg7731](#)

[panasonic vista plasma tv manual](#)

**panasonic dvcpro50 user guide**

[panasonic lumix gf1 manual](#)

[panasonic kx tda50 installation manual](#)

**panasonic es8101 manual**

[panasonic lumix dmc sz7 user manual](#)

**panasonic zt60 manual**

[panasonic tx 50aw404 service manual and repair guide](#)

[panasonic kx tsc14b manual](#)

[panasonic lumix dmc gf3 service manual repair guide](#)

[panasonic vdr d220 d230 series service manual repair guide](#)

### **Sample Quality Manual Template :**

**simrad vhf radiotelephones shipmate rs8400 rs8300** - Dec 06 2022

web view and download the manual of simrad rs8300 shipmate radio communication page 1 of 34 english also support or get the manual by email

[simrad vhf radiotelephones shipmate rs8400 rs8300 yumpu](#) - Apr 29 2022

web simrad shipmate rs8400 vhf radio transceiver simrad shipmate rs8400 vhf radio transceiver compass safe dist 1m weight 1 050 kg brand

**simrad shipmate rs8400 unit marine vhf radio ebay** - Jun 12 2023

web find many great new used options and get the best deals for simrad shipmate rs8400 unit marine vhf radio at the best online prices at ebay free delivery for many

**simrad vhf radiotelephones shipmate rs8400 rs8300 copy** - Dec 26 2021

web simrad vhf radiotelephones shipmate rs8400 rs8300 183 2047 005 rev i english warning the sos function may only be used in case of emergency and with the correct

[simrad rs8300 shipmate owner manual manualzz](#) - May 11 2023

web simrad vhf radiotelephones shipmate rs8400 rs8300 183 2047 005 rev i english warning the sos function may only be used in case of emergency and with the correct

[shipmate rs 8400 8300 19n0y7pjwplv documents and e books](#) - Oct 24 2021



**manual simrad rs8300 shipmate page 1 of 34 english** - Oct 04 2022

web simrad vhf radiotelephones shipmate rs8400 rs8300 183 2047 005 rev i english warning the sos function may only be used in case of emergency and with the correct

*simrad shipmate rs8100 operator s* - Apr 10 2023

web user manual view the manual for the simrad rs8400 shipmate here for free this manual comes under the category walkie talkies and has been rated by 2 people with an average

**simrad shipmate rs8400 vhf radio transceiver** - Feb 25 2022

web 2 simrad vhf radiotelephones shipmate rs8400 rs8300 2020 03 15 after this sleeper hit took on the world of it and flipped it on it s head the 5th anniversary edition of the

**simrad vhf radiotelephones shipmate rs8400 rs8300** - Sep 03 2022

web download now 34 page full text 1 simrad vhf radiotelephones shipmate rs8400 rs8300 183 2047 005 rev i english warning the sos function may only be used in

**introduction simrad rs8300 shipmate manualzz** - Jan 07 2023

web simrad vhf radiotelephones shipmate rs8400 rs8300 183 2047 005 rev i english warning the sos function may only be used in case of emergency and with the correct

**simrad vhf eir** - May 31 2022

web simrad vhf radiotelephones shipmate rs8400 rs8300 183 2047 005 rev i english warning the sos function may only be used in case of emergency and with the correct

simrad rs8400 shipmate user manual english 34 pages - Feb 08 2023

web jul 13 2015 strong simrad strong strong vhf strong strong radiotelephones strong strong shipmate strong strong rs8400 strong strong rs8300 strong 183 2047 005

**simrad rs8400 shipmate operation manual manualshelf** - Nov 05 2022

web simrad vhf radiotelephones shipmate rs8400 rs8300 read more about handset scan channels distress automatically and display

shipmate rs8400 pdf manufactured goods - Mar 29 2022

web marine vhf operation the phoenix project small gods the legacy of heorot gmdss manual the armageddon rag the antipope captain vorpatrils alliance make room

**simrad vhf radiotelephones shipmate rs8400 rs8300 2022** - Nov 24 2021

simrad vhf radiotelephones shipmate rs8400 rs8300 - Jan 27 2022

web as this simrad vhf radiotelephones shipmate rs8400 rs8300 it ends occurring subconscious one of the favored book  
simrad vhf radiotelephones shipmate rs8400

*shipmate rs 8400 8300 pdf electrical connector scribd* - Aug 02 2022

web shipmate rs8400 vhf radio the rs 8400 combined with the dedicated dsc digital selective call controller unit allows you to use the expanding world wide dsc network

**simrad shipmate rs8400 unit marine vhf radio ebay** - Jul 13 2023

web find many great new used options and get the best deals for simrad shipmate rs8400 unit marine vhf radio at the best online prices at ebay free shipping for many

*simrad shipmate rs8400 introduction manual pdf* - Aug 14 2023

web view and download simrad shipmate rs8400 introduction manual online vhf radiotelephones shipmate rs8400 radio pdf manual download also for shipmate

*simrad vhf radiotelephones shipmate rs8400 rs8300 peel dk* - Mar 09 2023

web rs8400 rs8300 rs8300 sd and rs8300 sos the vhf system is designed for remote installation of the main unit operation is carried out through the waterproof handset

*simrad vhf radiotelephones shipmate rs8400 rs8300 1library* - Jul 01 2022

web simrad vhf radiotelephones shipmate rs8400 rs8300 equipment attention your epaper is waiting for publication by publishing your document the content will be

septa bus operator interview questions glassdoor - Jul 14 2023

web may 7 2015 septa bus operator interview questions updated feb 2 2023 find interviews to filter interviews sign in or register filter found 11 of over 48 interviews sort popular popular most recent oldest first easiest most difficult interviews at septa experience positive 73 negative 9 neutral 18 getting an interview applied online

*septa bus operator assessment test download only* - Oct 05 2022

web septa bus operator assessment test septa bus operator assessment test 2 downloaded from donate pfi org on 2023 06 17 by guest afterthought in budgeting and planning transit expert steven higashide uses real world stories of reform to show us what a successful bus system looks like

bus driver assessment tests preparation 2023 practice4me - Aug 15 2023

web what is the bus driver assessment the bus driver assessment is a test designed to test personality reading comprehension basic math skills and mechanical reasoning the test is given to anyone seeking to become a bus driver

**septa bus operator assessment test bluefield college rams** - Jun 01 2022

web broadcast as competently as keenness of this septa bus operator assessment test can be taken as capably as picked to

act understanding developing and writing effective iep's roger pierangelo 2007 04 06 written by legal and education experts and aligned with the reauthorization of idea 2004 this practical

*bus driver assessment test free guide and practice questions* - Jun 13 2023

web the bus driving test evaluates a candidate's cognitive skills in areas like math verbal reasoning and basic calculations and is required when testing for roles like a bus driver or bus operator

bus driver online tests free practice questions 2023 - Mar 10 2023

web feb 26 2021 the makeup of the psychometric tests you'll face will depend on the bus driver firm you apply for they will include psychometric tests such as numerical reasoning tests verbal reasoning test diagrammatic reasoning tests and situational judgement tests

septa bus operator assessment test full pdf - Dec 07 2022

web expense of under as without difficulty as evaluation septa bus operator assessment test what you taking into account to read building a sustainable workforce in the public transportation industry a systems approach candace blair cronin 2013 this is a guidebook that addresses contemporary issues in workforce development retention and

septa bus operator assessment test copy uniport edu - Feb 26 2022

web jul 27 2023 septa bus operator assessment test 1 8 downloaded from uniport edu ng on july 27 2023 by guest septa bus operator assessment test this is likewise one of the factors by obtaining the soft documents of this septa bus operator assessment test by online you might not require more period

septa bus operator assessment test uniport edu - Dec 27 2021

web jun 9 2023 you have remained in right site to start getting this info get the septa bus operator assessment test associate that we offer here and check out the link you could buy lead septa bus operator assessment test or acquire it as soon as feasible

**septa bus operator assessment test university of utah** - Mar 30 2022

web completed in a 30 minute time frame or 55 questions to be completed in 25 minutes the what's harder to get into stanford or septa the 10 septa bus operator interview questions and 9 interview reviews

questions and answers about septa training indeed com - Nov 06 2022

web asked august 19 2022 be the first to answer what is the probationary period for city bus operator after training asked december 14 2021 be the first to answer how long is the training for a bus operator asked june 30 2021 36 to 52 days depending on size of class and location where you will train

get free septa bus operator assessment test pdf pdf for - Jan 28 2022

web may 6 2023 this online message septa bus operator assessment test pdf can be one of the options to accompany you

with having further time it will not waste your time put up with me the e book will extremely ventilate you extra business to read just invest tiny grow old to gate this on line notice septa bus operator assessment test pdf as with

**file type pdf septa bus operator assessment test** - Aug 03 2022

web title septa bus operator assessment test author blogs sites post gazette com 2023 09 03t00 00 00 00 01 subject septa bus operator assessment test

septa interview questions 2023 glassdoor - Feb 09 2023

web jul 9 2023 easiest most difficult interviews at septa experience positive 57 negative 19 neutral 23 getting an interview applied online 71 in person 12

septabusoperatorassessmenttest pdf net buckcenter edu - Apr 30 2022

web effective practices to reduce bus accidents mass transit toolbox for transit operator fatigue scientific and technical aerospace reports bus rapid transit practitioner s guide contains lots of sample test questions and answers assessment of ada research and development needs how2become tcrp report 94 fare policies structures

*septa bus driver interview questions glassdoor* - Apr 11 2023

web jan 31 2012 1 septa bus driver interview questions and 1 interview reviews free interview details posted anonymously by septa interview candidates

*septa bus operator assessment test pdf monograf* - Jan 08 2023

web bus operator septa bus operator assessment testpdf septa bus operator assessment test septa bus operator interview questions glassdoor the bus driver assessment is a test designed to test personality reading comprehension basic math skills and mechanical reasoning

**septa bus operator assessment test thor byteorbit** - Jul 02 2022

web septa bus operator assessment test building a sustainable workforce in the public transportation industry a systems approach transit oriented development in the united states the new york subway its construction and equipment transit advertising revenue hearings before a subcommittee of the committee on appropriations house of

septa bus operator assessment test pdf pdf black ortax - Sep 04 2022

web septa bus operator assessment test pdf introduction septa bus operator assessment test pdf pdf changing roles and practices of bus field supervisors gayland k moffat 1996 addresses the roles and responsibilities of bus field supervisors including emerging concerns about how to improve the relationship between supervisors

**septa psychometric tests preparation 2023 practice4me** - May 12 2023

web sjt a situational judgment test or sjt is given for most positions how you respond to common workplace occurrences is a major factor in how well you would function as a septa employee for this test you will be presented with everyday scenarios

**new inside out macmillan education** - Jan 27 2023

web new inside out are you using new inside out in your classroom all titles in black show macmillan readers that match the course s topic and level selected titles in red match the unit s topic but not the level level upper intermediate b2 unit 1 great expectations unit 2 middlemarch unit 3 the man with the golden gun

new inside out upper intermediate workbook with key sciarium - Aug 22 2022

web feb 20 2014 kerr philip jones ceri series authors sue kay vaughan jones macmillan education 2009 97 p isbn 9780230009233 new inside out takes all the best elements of the original inside out series including the emphasis on personalisation and meaning and adds a host of brand new features sue

**levels samples macmillan education** - Mar 29 2023

web courses adults and young adults american inside out evolution levels samples beginner authors sue kay vaughan jones download all samples elementary authors sue kay vaughan jones download all samples elementary split pre intermediate authors sue kay vaughan jones philip kerr download all samples pre intermediate

inside out upper intermediate grammar companion sciarium - Mar 17 2022

web may 12 2015 macmillan 2006 53 p jon hird with jonathan marks revision extension consolidation and practice for all of the grammar points in the upper intermediate level of inside out inside out grammar companions are designed to accompany the inside out student s books

**levels samples macmillan education** - Feb 25 2023

web pre intermediate authors s kay v jones upper intermediate authors s kay v jones s kay v jones p kerr c jones essential authors t bowen level 1 authors t bowen level 4 authors t bowen would you like to learn more contact your local representative

**inside out upper intermediate free download borrow and** - Oct 04 2023

web english volumes 30 cm sub title from cover consists of student s book sue kay vaughan jones with john hird philip kerr teacher s book resource pack class cassettes or cd s workbook cassette or cd video access restricted item

**new inside out upper intermediate practice online pdf english** - May 31 2023

web covering all competence levels and ranging from business english to exam practice and from academic to general english youre sure to find the one that suits your needs take a look at the syllabus below for a complete list of the resources offered by this macmillan practice online course

*new inside out upper intermediate student s book audio cd 3* - Sep 22 2022

web jul 8 2014 kerr philip jones ceri series authors sue kay vaughan jones macmillan education 2009 97 p isbn 9780230009233 new inside out takes all the best elements of the original inside out series including the emphasis on

personalisation and meaning and adds a host of brand new features

**insideoutupperintermediatemacmillanenglish** - Feb 13 2022

web new inside out upper intermediate nov 04 2022 new inside out takes all the best elements of the original inside out series including the emphasis on personalisation and meaning and adds a host of brand new features

new inside out upper intermediate ebook macmillan education - Sep 03 2023

web new inside out upper intermediate ebook new inside out upper intermediate ebook macmillan education english isbn mac nio4 ebk credits access type also available without connection compatible devices pc ipad android windows app

**new inside out macmillan macmillan macmillan education** - Aug 02 2023

web new inside out is an internationally successful 6 level general english course which ensures that language becomes memorable for adult students by drawing on their own interests and experiences to deliver language in a meaningful way

course information macmillan education - Apr 17 2022

web pre intermediate upper intermediate essential level 1 level 4 new american inside out builds on the recognized strength and success of american inside out it combines a renewed commitment to meaningful presentation

**new inside out upper intermediate class cds cd1 sciarium** - Oct 24 2022

web jun 30 2010 authors sue kay and vaughan jones publisher macmillan publication date 2009 the 1st cd out of 3 42 tracks mp3 new inside out upper intermediate class cds cd1 files higher education and science languages and linguistics english language inside out new inside out

new american inside out upper intermediate practice online - Dec 26 2022

web macmillan practice online is published by macmillan english campus new american inside out upper intermediate practice online 3 gold this syllabus item provides practice of the kind of language we use to talk about money matters it covers reported speech and unreal tenses pronunciation practicing the schwa sound

course information macmillan education - Jul 21 2022

web pre intermediate pre intermediate split intermediate intermediate split upper intermediate upper intermediate split advanced advanced split with a new design and more concise format american inside out evolution is aimed at students who don t have much time but want to learn the language thoroughly

*inside out upper intermediate companion sue kay* - Nov 24 2022

web macmillan heinemann elt 2003 english language 80 pages this companion contains a summary of key words and phrases from each unit bibliographic information title inside out upper intermediate companion sue kay vaughan jones young adult courses series authors sue kay vaughan jones edition 2 revised publisher

**new inside out upper intermediate tienda macmillan** - May 19 2022

web new inside out upper intermediate 34 91 524 94 21 tienda macmillan es my account english español english wishlist 0  
basket empty your cart macmillan english hub eoi edition macmillan readers meetings in english new inside out open mind  
optimise ready for ready for 4th edition skillful

**insideout upper intermediate teacher sbook pdf pdf scribd** - Jul 01 2023

web insideout upper intermediate teacher sbook pdf free download as pdf file pdf or read online for free

elt base inside out student s book upper intermediate - Apr 29 2023

web inside out student s book upper intermediate author s vaughan jones susan kay publisher macmillan isbn

9780333757604 publisher s resources are available for this book note the information below shows topics in the book that  
are also in the database it does not represent a complete and accurate list of the book contents

**inside out upper intermediate resource pack sciarium** - Jun 19 2022

web jun 28 2011 details inside out advanced resource pack pdf category english language inside out new inside out hird jon  
macmillan 2001 77 p the resource pack contains a broad range of ideas and activities with accompanying teaching notes the  
worksheets are designed to match the language focus of each lesson 4 48 mb added