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**Top Tips** before exam day

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# A1-B1 exams

## Speaking & Listening

## Top Tips

- 1 Be confident and exam ready by looking at the **practice papers**, listening to the **audio samples** and our **webinars for candidates**. Find out exactly what you need to do in each part of the exam.
- 2 To prepare for part 4b, ask a friend to listen to you while you talk about a typical topic from the practice papers. Can you talk about your topic for the required time?
- 3 Ask your friend to be the interlocutor and record your conversation on your phone to practise timings for each part of the test. Try to keep going.
- 4 Ask your friend to read out some instructions from a practice paper and then you say what you heard - did you miss anything?
- 5 Practise talking on your own about a topic to prepare for part 4b: before you start, make some brief notes and decide what you want to say and in which order.
- 6 For part 1 when you give personal information, think of typical questions about the example topics in the practice papers, then try answering them with a friend. When you have time, do more practice with other everyday topics for your level (A1 A2 or B1) in our Speaking and Listening Qualification Handbook.
- 7 Record yourself answering questions about personal information on your phone - ask a friend to listen back and tell you about the language you used – did you speak clearly? Did you give full answers?
- 8 In part 2 when you do the roleplays with the interlocutor, remember you should give full answers, 2 turns at least. Why not try a situation from the practice papers with your friend, in timed conditions -use your phone alarm or watch to help you keep going?

# B1-C2 exams

## Listening, Reading, Writing, Speaking

## Top Tips

- 1 Get to know the listening tasks by looking at the examples in the practice papers. Note the different things you need to do in each part.
- 2 Read instructions and questions for reading tasks very carefully and focus on key words to help you find what you are looking for in the texts.
- 3 Practise the text types you will find in the writing tasks and be aware of key features required.
- 4 Do some timed practice for the reading and writing parts of the exam to see what you may need to focus on first, on exam day.
- 5 In the reading and listening sections if you can't decide your answer, then try to eliminate the answers that seem irrelevant.
- 6 In the speaking exam try to avoid hesitations and pauses. Use fillers while you are thinking about what to say, e.g. 'Well...', 'Let me think...', 'I mean ...'
- 7 Read instructions for the reading tasks very carefully so, for example, if you are asked to complete gaps with a certain number of words, try to do this - stick to the word limit.
- 8 When you read a text try to focus on the general meaning to start with.
- 9 When you are doing listening and reading sections don't worry about unknown words - try to guess meaning from the context.
- 10 When you are speaking or writing in the exams try to use a range of words, so not just very common general ones like 'good' (or 'bad', 'big' etc) but use a range of more specific and descriptive words like 'interesting', 'amazing' etc instead of 'good' for example.