



Mock Examination 1

CERTIFICATE
IN ENGLISH FOR
BUSINESS PURPOSES
Intermediate

B1

These extracts from the mock examination can provide language teachers and learners with an impression of the level and format of the TELC examination concerned. The complete mock examination with instructions for candidates and teachers, the tapescript and the answer key, as well as the accompanying CD, can be ordered from WBT (see TELC – publications on the TELC website www.telc.net).

Die folgenden Auszüge des Modelltests vermitteln Unterrichtenden und Lernenden einen Eindruck von Niveau und Format der betreffenden TELC-Prüfung. Den vollständigen Modelltest mit Hinweisen für Teilnehmende und Unterrichtende, Transkript der Hörverstehens-Texte, Lösungsschlüssel sowie die Audio-CD für den Testteil Hörverstehen können bei der WBT bestellt werden (siehe TELC-Publikationen unter www.telc.net).

B1 Certificate in English for Business Purposes Intermediate

Mock Examination 1

The European Language Certificates examinations are a range of language examinations conceptualised, developed and centrally administered and monitored by WBT Weiterbildungs-Testsysteme GmbH in Frankfurt am Main, Germany. The European Language Certificates are available for many languages and different subjects and target groups and are based on the competence levels described in the Council of Europe Common European Framework for Languages.

This Mock Examination for The European Language Certificates examination in B1 English for Business Purposes is based on the examination format for B1 English. The European Language Certificates examination format was developed in a project which co-operated closely with language experts and institutions throughout Europe and was sponsored by the German Federal Ministry of Education, Science, Research and Technology.

In order to work through the Listening Comprehension part of the examination, the CD (Order No. C63M-001C) is required.

No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, photocopying, recording or otherwise, without prior permission of the publisher.

Published by WBT Weiterbildungs-Testsysteme GmbH, Frankfurt am Main, Germany

All rights reserved

Second Edition, published 2005

© 2003 by Weiterbildungs-Testsysteme GmbH, Frankfurt am Main

Editors: Judith Mader & Heinrich Ruebeling

General Mock Examination Design: Peter Kiefer

General Layout: Klaus Düringer and Grafisches Büro Horst Engels

Printed in Germany

ISBN 3-937254-00-5 · Order No. C63M-001P



● Important Information:

Please read this page before starting the test.

Dear Learner,

If you cannot understand all the information on this page, ask your teacher to help you.

You can use this mock examination in one of three ways:

- you can take it as if it were a real examination
- you can use all of it or parts of it to practise
- you can read it to find out about the examination in general

Decide what you want to do with this mock examination before you look at the sub-tests and questions.






If you want to take the mock examination as if it were a real examination, you will need the help of a teacher to organise this. In this case, do not read on after this page. You should not look at the items or pictures and should not read the Information for Teachers. Wait for your teacher to tell you what to do.

If you want to use this material to practise, it is best if you keep to the times given for each sub-test as in a real examination – e.g. 90 minutes for *Reading Comprehension* and *Language Elements*. In this way you can see if you can do the tasks in the time given. You will need the recorded material (Order No. C63M-001C) to practise the sub-test *Listening Comprehension*. The answers to the questions can be found on page 44. If you do the sub-test *Writing*, you should ask your teacher to mark it for you. You cannot of course practise the oral examination on your own but can read about it and how it is marked.

If you want to find out about the examination in general all you need to do is to read the information given in this mock examination.

We hope you find the mock examination interesting and useful and pass with flying colours!

The Structure of the Examination

Sub-Test	Aim	Type of Test	Marks	Time in minutes	
Written Examination					
1 Reading Comprehension					
	1.1	Reading for Gist	5 matching items	25	
	1.2	Reading for Detail	5 multiple-choice items	25	
	1.3	Selective Reading	10 matching items	25	
				90	
2 Language Elements					
	2.1	Part 1	10 multiple-choice items	15	
	2.2	Part 2	10 matching items	15	
Break				20	
3 Listening Comprehension					
	3.1	Listening for Gist	5 true/false items	25	
	3.2	Listening for Detail	10 true/false items	25	
	3.3	Selective Listening	5 true/false items	25	
				max. 30	
4 Writing					
	4.1	Content		15*	
	4.2	Communicative Design	4 guiding points	15*	
	4.3	Language		15*	
				30	
Oral Examination					
	■	Part 1: Social Contacts	examination with two candidates, in exceptional cases with one candidate	75**	approx. 15
	■	Part 2: Topic-Based Conversation			
	■	Part 3: Task			

* cf. marking criteria on pages 39 – 40

** cf. marking criteria on pages 41 – 42

Information concerning the **answer sheet** (p. 23):

Each item has only one correct answer.

For example, if you think that “c” is the correct answer, mark your answer on the answer sheet in the following way:



Important Information:

This is the start of the mock examination.
Before you look at the following pages, we recommend that you read the information for learners on Page 3.

Written Examination

The first two sub-tests are

- 1** Reading Comprehension and
- 2** Language Elements

You have a total of 90 minutes for these two sub-tests.



Sub-Test 1: Reading Comprehension

This sub-test has three parts, testing your skills in

- Reading for Gist
- Reading for Detail
- Selective Reading

This sub-test has a total of 20 items. Each item has only one correct answer.



Sub-Test 2: Language Elements

This sub-test has two parts:

- Part 1
- Part 2

This sub-test has a total of 20 items. Each item has only one correct answer.

**1 Reading Comprehension (Part 1)**

Read the five texts, items 1 – 5. Then read the headlines a – j. Decide which headline a – j goes best with which text. Mark your answers on the answer sheet in the boxes 1 – 5.

- a) **Dutch Price Increases Cause Higher Inflation in Euro Countries**
- b) **High Unemployment Among Foreign Workers**
- c) **House Sales Market Falls Sharply**
- d) **Inflation figures are expected to produce a change in interest rates**
- e) **LEADING SOFTWARE COMPANY LOSES VALUE**
- f) ***New report corrects house sales statistics***
- g) **SERVICE INDUSTRIES NEED MORE PERSONNEL**
- h) **SHARE PRICES HIGHER THAN EXPECTED**
- i) ***Workers receive share of company earnings***
- j) **Workers to receive wages by check**



1.

Shares at Oracle, the world's No. 2 software company, fell 20% on Friday in very heavy trading, after the company surprised Wall Street by saying it would miss expectations in the first three months of the year. Giving as its main reason the poor economy Oracle said it expected profits of 10 cents per share instead of 12 cents as banks had expected.

2.

The Ford Motor Company handed out \$733 million on Wednesday in 2000 profit-sharing checks to more than 103,000 workers, the second highest in the program's 18-year history. The checks went to the automaker's 79,000 U.S. hourly workers and about 24,000 at Visteon, the auto parts maker.

3.

The National Association of Realtors on Wednesday increased their existing home sales data sharply, offering a sign that the housing market remains strong, after an earlier report showed surprising weakness. The group said sales of previously owned homes rose 3.8% in January to 5.13 million over the last twelve months. A little over a week ago, the Association had said sales had fallen 6.6% in the month to a yearly rate of 4.65 million.

4.

The average annual inflation rate in the dozen European Union nations that have the euro as a common currency fell to 2.4% in January from December's 2.6%, even though Dutch consumer prices rose, the EU statistics office said Wednesday. The news should make it easier for the European Central Bank to decide this week whether to raise interest rates. Officials said the January figures confirm inflation in the euro zone is beginning to fall, thanks to the drop in oil prices and a strengthening euro.

5.

A Missouri River town wants to import waitresses and housekeepers. Cedar Shore Hotel has asked the U.S. Department of Labor for permission to hire 20 foreign workers. Hotel manager Ben Buchanan said he hopes the new people can start by May 1. The area's unemployment rate for the service industry jobs is much lower than the overall jobless rate of 2.2% .



1 Reading Comprehension (Part 2)

Read the following text, then choose the answers to questions 6 – 10 and mark your answers – a, b, or c – on the answer sheet.

FastJet takes off

FastJet, the best-financed new airline since deregulation, looks like a success a year after its launch. Founder David Neeleman says the airline is profitable, and there's even speculation about how soon it will make an initial public offering.

For start-up airlines, survival itself is an achievement. Legend Airlines was launched about the same time as FastJet, but it stopped flying in December after investors refused to continue subsidising its losses. National Airlines, started in 1999, is flying but in bankruptcy reorganisation. Pro Air, begun in 1997, was grounded by the Federal Aviation Administration last year and is trying to resume flights.

Not only is FastJet in the black, its executives say, but the airline is teaching bigger competitors lessons in customer service. FastJet "has managed to go so far beyond the low expectations passengers have these days that they are creating a loyal following," says Stuart Klaskin of Klaskin Aviation Consulting in Florida.

Once, when a FastJet flight arrived in Fort Lauderdale 3 hours late, airline President Dave Barger stood at the plane's doorway, "apologising and shaking hands with every passenger and giving each one his card," Klaskin says. "It just wows the passengers. The employees see this, and they adopt it" he says.

Klaskin, who has no professional relationship with FastJet, also says that on a FastJet plane that was delayed recently in New York,

the pilot offered his cell phone to any passengers who needed to make calls.

That kind of service, he says, is as much a key to FastJet's survival as its financial backing. FastJet started out with \$130 million when it took to the air Feb. 11, 2000. By August, six months after its first flight, FastJet was making a profit. By the year's fourth quarter, it had flown 1.14 million passengers.

FastJet also has adopted Southwest Airline's relaxed work atmosphere to motivate workers, as well as its devotion to keeping costs low. Like Southwest, FastJet relies heavily on technology. FastJet sells about 40% of its tickets on the Internet, and all FastJet reservations are taken by employees who work from their homes on laptops. Like Southwest, FastJet has only one type of plane, but where Southwest uses only Boeing 737s, FastJet uses Airbus A320s. It gets as much as 14 hours a day flying out of the Airbuses, while Southwest gets up to about 12 hours, Neeleman says.

FastJet has also put its own twist on the Southwest strategy of favoring lower-cost alternative airports. FastJet's hub is New York's John F. Kennedy International airport in the heart of the nation's largest city. JFK is hardly an out-of-the-way airport, but it is not heavily used much of the day. Other than a peak period from 3 p.m. to 8 p.m., when federal landing limits are in effect, it's an under-used airport.



Answer the following questions from the information given in the text.

6. Of the four airlines, FastJet, Legend Airlines, National Airlines, ProAir,
- a) one is still in operation.
 - b) two are still in operation.
 - c) three are still in operation.
7. The FastJet President
- a) greeted the passengers personally when the plane arrived very late.
 - b) often goes to the airport to meet the FastJet passengers.
 - c) sometimes flies the planes himself.
8. FastJet started to earn its first profits after
- a) 3 months.
 - b) half a year.
 - c) one year.
9. The difference between Southwest Airlines and FastJet is that
- a) FastJet planes are in the air longer.
 - b) FastJet takes flight bookings on the internet.
 - c) Southwest Airlines has a lot of different planes.
10. FastJet uses John F. Kennedy International Airport in New York because
- a) the airport is a long way from the city centre.
 - b) the airport is one of the busiest airports in the United States.
 - c) the airport offers a lot of opportunities for new flight connections both in the morning and the late evening.

**1 Reading Comprehension (Part 3)**

Read questions 11 – 20 and then read the texts a – l.

In which of the texts can you find the information you are looking for?

For each of the items 11 – 20, decide which text goes with the situation described.

In one or two cases, there may be no text for the situation. Then mark x.

You are living and working in the States and need travel information.

11. You are looking for a hotel offering low weekend prices.
12. You have to travel from Phoenix to Miami in the middle of March.
13. You are looking for a flight connection from Denver to New York.
14. You want to travel from Miami to Europe on a weekend in April.
15. You are looking for an airline that offers cheaper flights to customers buying on the internet.
16. You have heard that there is an airport where certain airlines offer free treatment to help passengers relax.
17. You are looking for an airline that is going to offer seats with extra space.
18. You hate waiting on the phone when trying to find out the cost of hiring a car and would prefer a company where you do not have to wait.
19. You have heard of a hotel company that is offering price reductions for on-line reservations.
20. You are looking for a hotel offering the highest price reductions.



a

America West continues 10% off internet fares between 10 destinations in Mexico and any America West city on www.americawest.com. Purchase round-trip tickets for travel Feb. 26-April 8, Phoenix-Guadalajara, \$439.

b

Best Inns & Suites cuts 10% off room rates when booked through April 30 at www.bestinn.com to \$39 to \$49.

c

Delta Airlines offers U.S. customers up to 5 % discounts to select destinations for tickets purchased only at www.delta.com by today for travel through Sept. 30.

d

Delta Shuttle and Headhunter.jet will give shoulder massages free of charge weekdays through March 15 for Delta Shuttle customers in Terminal A at Boston Logan. Hours 7-10:30 a.m. and 3:30-6 p.m.

e

Hilton cut 20% to 40% off room rates until April 1 at more than 50 participating Hilton International and Conrad International hotels in 37 cities, with no minimum or maximum stay requirement. Members of its honors program automatically earn double points for qualifying stays.

f

JetBlue Airways will begin daily non-stop flights between New York and both Denver and Seattle in May. Fares as low as \$198 round trip are available until March 30 and are good for travel through June 14. Regular one-way fares are \$129 to \$249, with some restrictions.

g

Lauda Air offers special fares to Europe from Miami. Purchase tickets by March 15 for travel only on Wednesday, March 28-May 30, call 800-588-8399. Sample round-trip fares: Miami-Munich or Miami-Vienna \$329.

i

Southwest extended sales fares to and from Phoenix for as low as \$99 each way. Purchase tickets seven days in advance by March 15 for travel through May 23. For lowest fares, travel off-peak days and hours. Buy online or call 800-435-9792.

h

Select American and American Eagle flights from Florida are on sale at www.aa.com through March 12. Buy seven days in advance for travel March 13-April 11 on Fri., Sat., Sun. Sample round-trip fare: Miami – Los Angeles, \$299; Miami – Paris, \$340.

j

Thrifty car rental now offers speech recognition so that callers can check rates without having to wait for an agent. Call 800-847-4389

l

You can now earn 1000 extra points when renting an AVIS vehicle. Reserve on-line at www-avis.com or call 800-831-8000. Mention offer number A204000.

k

United Airlines has converted 450 jets in its U.S. fleet to Economy Plus seating, taking out one row of seats and giving extra leg room in some rows. American Airlines will have half of its 609-jet U.S. fleet converted to give each row more leg room by early June.



2 Language Elements (Part 1)

Read the following letter and decide which word or phrase a, b, or c is missing in items 21 – 30. Mark your answers on the answer sheet.

39 Platten Terrace Glasgow, G79 9QQ
Box No. 31158

12 August

PLEASE TREAT IN STRICT CONFIDENCE

Dear Sirs

In answer to your advertisement in _____ **21** _____ issue of the Glasgow Herald, I give below the _____ **22** _____ you requested.

1) I am at present _____ **23** _____ with Plowden & Monck Limited, of London. I have been with them for three years as their representative covering the areas you mention in your advertisement. My only reason for wishing to make a change is that I would like to improve my _____ **24** _____. Prior to my present work, I learned the business with Atkinson Limited and _____ **25** _____ with them for seven years, during the last three of which I was Sales Representative in the Midlands.

2) Age: 36.

3) I am _____ **26** _____ a position with a salary of £22,000 per annum, but _____ **27** _____ it is your wish to pay on a salary plus commission basis, I should be pleased to discuss the matter with you.

4) Finally I would like to point out that I am particularly interested _____ **28** _____ the fiction market and have considerable _____ **29** _____ of it. I know the buyers well in the areas I have covered, and I find that _____ **30** _____ a Scotsman is a great advantage in the North.

I hope that I may be granted an interview.

Yours faithfully

JOHN SMITH

- 21.** a) today
b) todays
c) today's

- 22.** a) data
b) dates
c) details

- 23.** a) employed
b) employee
c) employing

- 24.** a) position
b) work
c) workplace

- 25.** a) have been
b) was
c) was being

- 26.** a) looking
b) looking for
c) looking forward

- 27.** a) if
b) whether
c) when

- 28.** a) about
b) for
c) in

- 29.** a) experience
b) experienced
c) experiences

- 30.** a) be
b) being
c) to being

**2 Language Elements (Part 2)**

Read the following letter and decide which word or phrase a – o is missing in items 31 – 40. Mark your answers on the answer sheet.

**ELLIOT & ELLIOT
12-16 Merham Street
Crewe, Cheshire, CW1 2LB**

15 August

Private & Confidential

J & A Cartwright & Co.
12 East Kent Avenue
Leeds
LS 14 3QG

Dear Sir,

Two days ago we received an offer for computer desks at the price of £ 700 per unit from your **31** who promised to guarantee this offer for forty-eight hours. We **32** a copy of our letter to our **33**, Messrs Benjamin Powell & Ranklin Ltd, Tenby Road, Liverpool. You are, of course, welcome to contact them for **34**. We hold their Order Number 3501 for the **35** in question. When we approached your representative well **36** the forty-eight hours, however, we were informed that the desks had been sold to another shop at £ 50 more than was quoted to us. We are sure you will understand that this has put us in an extremely awkward **37** with our customer.

We would ask whether you can **38** us with other computer desks of a similar specification at as early a **39** as possible. We **40** having had to write to you direct but you will understand there was no other course open to us.

Yours faithfully,

a) agent b) confirmation c) customer d) date e) deliver

f) detail g) enclose h) enquiry i) goods j) position

k) regret l) term m) send n) supply o) within

Have you marked all your answers
on the answer sheet?

You now have a break of twenty minutes.



The next sub-test is

3 Listening Comprehension

Once you have started the recording, let it run until you hear the words:
That is the end of Listening Comprehension. Thank you for listening.

All the pauses are on the recording. You should not stop the recording during the test.

Sub-Test 3: Listening Comprehension

This sub-test has three parts, testing your skills in

- Listening for Gist
- Listening for Detail
- Selective Listening

(max. 30 minutes)



3 Listening Comprehension (Part 1)

You are going to hear five people.

You will hear each person only once.

First read items 41 – 45.

*After you have listened to each person, decide if the statement for each of the items 41 – 45 is **true** (+) or **not true** (-).*

Mark your answer on the answer sheet.

Now you will have half a minute to read the five statements.

41. The first speaker thinks that modern technology makes life easier for managers.
42. The second speaker says he no longer works as hard as before.
43. According to the third speaker, a manager's job has become more attractive.
44. The fourth speaker thinks that companies often try to make things better.
45. The fifth speaker thinks it is necessary to change the system before individual managers can change their situation.



3 Listening Comprehension (Part 2)

You are going to hear a radio programme.

You will hear the programme twice.

First read items 46 - 55.

*After you have listened to the programme, decide if the statement for each of the items 46 - 55 is **true** (+) or **not true** (-). Mark your answer on the answer sheet.*

Now you will have two minutes to read the statements.

46. Jeff Carlson works as a chemist.
47. Jeff Carlson feels pain even when doing everyday things at home.
48. Jeff Carlson is the only person in his company to suffer from such problems.
49. People who have only just started their working lives are also affected by the health problems caused by computers.
50. Many people work at the computer all day even though they know about the risks.
51. Ron Goodman is no longer able to work at all.
52. Ron Goodman's company has offered to help him.
53. One company makes their workers take part in courses every three years to help them understand the health risks.
54. Another company designs special workplaces for each member of their staff who works on a computer.
55. According to Earnest Ray most companies are not interested in their employees' health.

(max. 30 minutes)



3 Listening Comprehension (Part 3)

*You are going to hear five short texts. You will hear each text twice. After you have listened to each text, decide if the statement for each of the items 56 to 60 is **true** (+) or **not true** (-). Mark your answer on the answer sheet.*

- 56.** You phone the Accounts Department of a supplier about an invoice.

The company can only help you at the beginning of next week.

- 57.** You are at the check-in desk at the airport.

There are no more seats available on the flight you have booked.

- 58.** You are driving to Dover to take the car ferry to Calais.

You should not go to the car ferry but should drive to the tunnel train service in Folkestone.

- 59.** You are organising a sales conference for your company and get a message on your answering machine.

There is a problem with the accommodation for some of the people attending the conference.

- 60.** You are on a business trip in Britain and return to your hotel.

You should phone your business partner if you do not agree to the new time for the meeting.



The next sub-test is

4 Writing

You have a total of 30 minutes for this sub-test.

You now have to write a letter.

Please use pages 21/22, which can be removed or copied for this purpose.

(max. 30 minutes)

Writing



4 Writing

You work in the purchasing department of a company that produces modems for lap-top computers.

The design department has heard that the **A1 Cable Company** have developed a new type of light-weight plastic which might be suitable for your company's products.

You write a letter to the **A1 Cable Company**. Fill in the date and reference line and use an appropriate greeting and closing formula.

The following four points should be mentioned in your letter.
Before starting the letter decide on **the order** in which you think these points should be included.

- Ask for prices, delivery times, conditions of payment
- Describe the situation
- Explain the importance of high quality material
- Say your company needs details of other companies supplied

● Important Information:

If you want to take this oral examination as if it were a real examination in class, you should not read on or the mock examination will not be like a real examination.

If you want to find out about the examination in general, then read the following pages.

Oral Examination

The oral examination has three parts:

- **Part 1: Social Contacts**
- **Part 2: Topic-Based Conversation**
- **Part 3: Task**



The oral examination normally takes place with two candidates. For each examination there are two examiners. If there is an odd number of candidates, then one candidate will be tested on his or her own with one examiner taking the part of the other candidate.

The oral examination is like a conversation between two people. The examiners are there to make sure the examination runs properly and to mark the candidates' performance. They say as little as possible. You and your partner should talk to each other in a normal way. Both candidates should take an active part in the conversation and listen to each other. You should have three natural conversations on different topics. You should help your partner if he or she has difficulties in the conversations. Your teacher can give you more information about the oral examination.

The oral examination will not take longer than 15 minutes. Before the oral examination starts you will have twenty minutes to prepare for the conversations. You will get candidate sheets for the preparation which have information on the tasks you have to do. During the preparation you may not talk to your partner or other candidates.



Part 1: Social Contacts

You should talk to your partner and find out as much as possible about each other. There are some ideas on the candidate sheet. You should not ask all the questions one by one but have a natural conversation to get to know each other. If you know your partner you should not ask questions to which you know the answer (e.g. his or her name).

The examiners may ask you to talk about a topic which is not on the candidate sheet.

You and your partner both have the same information on your candidate sheets.

Part 2: Topic-Based Conversation

The examiner will ask you and your partner to talk about the information on your sheets and your own opinions.

You and your partner have different information on the same topic on your sheets.

Part 3: Task

The examiner will ask you to talk to your partner using the ideas and information on your sheet.

You and your partner both have the same information on your sheets.



Part 1: Social Contacts (3-4 minutes)

Part 1: Social Contacts

Candidate A/B

1

In this first part of the examination you should find out as much information as you can about your partner's

- name
- the area where he/she lives
- details of his/her house/flat
- details of his/her family
- his/her work experience
- his/her training experience
- his/her workplace

Only ask for information you do not already know.

In addition the examiner may have one more topic for you to talk about.

One copy of this page can be made for mock examination purposes only.



Part 2: Topic-Based Conversation

Candidate A

2

Look at the information on this page and prepare to do the task below.

Tell your partner about the information on this page. Listen to your partner who has different information on the same topic. You can ask your partner questions. Then exchange your opinions on the topic.

Business Travel



"In my job I have to do a lot of travelling. I reckon I travel over 100,000 miles a year flying round Europe and across to our office in New York. When I first started the job I really enjoyed it, but after a couple of years living out of a suitcase so to speak, it starts to get boring. Either that or I'm getting old!"

(Brian Macalister, 52, Sales Manager)

Examiners' Sheet

MA 2

One copy of this page can be made for mock examination purposes only.



Part 2: Topic-Based Conversation

Candidate B

2

Tell your partner about the information on this page. Listen to your partner who has different information on the same topic. You can ask your partner questions. Then exchange your opinions on the topic.

Business Travel



"Oh, I enjoy travelling. Five-star hotels, business class flights, top quality restaurants! Of course me not being married makes it a lot easier. I can just pack my cases and go anywhere any time whenever it's necessary. I don't know how long I'll continue to enjoy it, but at the moment, it's perfect for me."

(Doreen Johnston, 31, company lawyer)

Examiners' Sheet

MB2

One copy of this page can be made for mock examination purposes only.

**Part 3: Task**

Candidate A/B

Situation:

Business partners from the USA will be visiting your company for three days next month.

Task:

Discuss their visit with your partner and try to agree on a programme.
Include the following details:

- Which hotel?
- Evening programme (cultural, sports, etc.)?
- Restaurants for meals (lunch, dinner)?
- Transfers to and from airport, hotel, etc.?
- Starting times for the meetings?
- Which departments are to take part?
- Tour of the company?
-
-






Examiners' Sheet

MA3
MB3

One copy of this page can be made for mock examination purposes only.

Points and Grades

A maximum total of 300 points can be awarded for the whole examination. The sub-tests *Reading Comprehension*, *Listening Comprehension* and the oral examination have an equal weighting with a possible maximum total of 75 points for each sub-test. A maximum total of 30 points can be awarded for the sub-test *Language Elements* and 45 points for the sub-test *Writing*.

Sub-Test	Maximum Number of Points	Number of Points Awarded
 Reading Comprehension Reading for Gist Reading for Detail Selective Reading	75	<input type="text"/>
	25	<input type="text"/>
	25	<input type="text"/>
	25	<input type="text"/>
 Language Elements Part 1 Part 2	30	<input type="text"/>
	15	<input type="text"/>
	15	<input type="text"/>
 Listening Comprehension Listening for Gist Listening for Detail Selective Listening	75	<input type="text"/>
	25	<input type="text"/>
	25	<input type="text"/>
	25	<input type="text"/>
 Writing	45	<input type="text"/>
Sub-Total I	225	<input type="text"/>
 Oral Examination Social Contacts Topic-Based Conversation Task Sub-Total II	15	<input type="text"/>
	30	<input type="text"/>
	30	<input type="text"/>
	75	<input type="text"/>
	Written Examination	225
Oral Examination	75	<input type="text"/>
Total Points	300	<input type="text"/>

To pass the whole examination, you must get at least 60% of the maximum possible total of points both in the written and in the oral examination. This means a total of 135 points in the written examination and 45 points in the oral examination.

If you get more than 60% in each part of the examination, then the number of points you get for the written examination is added to the number of points you get for the oral examination. The grade is then calculated according to the following table:

180 – 209.5 points	Pass
210 – 239.5 points	Satisfactory
240 – 269.5 points	Good
270 – 300 points	Very Good

If you fail or do not take one of the parts of the examination (written or oral) you can retake that part during the same calendar year or the following calendar year. You can retake the whole examination as many times as you want, e.g. in order to get a better grade.