



This worksheet helps you understand how we assess your speaking for CAE.

■ Assessment task

Here are 10 pieces of advice for getting good marks in each section of the assessment criteria, but they are jumbled up. Put them into the correct box.

- Use a range of structures.
- Remember to ask questions as well as respond.
- Try to develop your ideas logically and fluently.
- Try to use interesting words, not just the same ones all the time.
- Try to connect your ideas together clearly.
- Try to be precise in the words you use.
- Try not to make basic mistakes.
- Participate in all parts of the test actively.
- Don't worry too much if you have an accent, but try to use correct word stress and intonation.
- Think about your listener – how can you help them to understand what you are saying?

<i>Grammatical resource</i>	
<i>Vocabulary resource</i>	
<i>Discourse management</i>	
<i>Pronunciation</i>	
<i>Interactive communication</i>	

Dos and Don'ts checklist

■ Throughout the test

- Do** listen carefully to instructions given and questions asked throughout the test and focus your answers appropriately.
- Do** ask for clarification from the interlocutor only if you are not sure what you have been asked.
- Do** speak clearly so that both examiners can hear you.
- Do** make use of opportunities to speak in all parts of the test, and extend your answers where appropriate.
- Don't** worry about being interrupted by the interlocutor. It's important that the interlocutor keeps to the correct timing throughout the test.

■ Part 1

- Do** extend your answers appropriately by giving reasons or examples.
- Do** remember that these questions are about you and your personal opinions.
- Don't** prepare long responses in advance. You are unlikely to answer questions correctly.
- Don't** just answer 'yes' or 'no' as you will not demonstrate a range of language.

■ Part 2

- Do** use the written prompts on the paper to help you remember the task.
- Do** answer the question you are asked after your partner has spoken, but don't speak for too long – you have up to 30 seconds for your answer.
- Don't** interrupt your partner's long turn.
- Don't** worry about being interrupted by the interlocutor after you have spoken for a minute.
- Don't** try to give your views during your partner's long turn.
- Don't** just describe the photographs. Follow the interlocutor's instructions and answer the questions as this will help you produce language at the right level.

■ Part 3

- Do** use the written prompts on the paper to help you remember the task.
- Do** talk about each picture together in detail before moving on to the next.
- Do** respond to what your partner says before making new suggestions.
- Do** be sensitive to turn-taking.
- Don't** try to dominate your partner or interrupt them in an abrupt way.
- Don't** simply respond to what your partner says all the time. Be prepared to initiate discussion by asking questions and developing topics.
- Don't** worry if you disagree with your partner. As long as you are polite and not overbearing, this is all part of interactive communication.
- Don't** make your decision too early – it should come at the very end of your discussion.

■ Part 4

- Do** try to give extended answers wherever possible – give reasons and examples for what you think.
- Do** discuss answers with your partner when invited to do so by the interlocutor.
- Do** remember that you should give your opinions but there is no 'right' answer to the questions – you are assessed on your language not your ideas.
- Don't** worry if you disagree with your partner's ideas – you can show good language by disagreeing and giving reasons.