The test

The test is divided into two parts:

- 1) The first part tests your Use of English.
- 2) The second part tests your **Listening** skills.

The exact number of questions you have to answer depends on you.

After one or two mid-level questions, the test will start giving you slightly harder questions and keep giving you slightly harder questions until you start getting questions wrong. That borderline between where you get questions right and get questions wrong is your score.

The more inconsistent you are, the longer the test will take to judge your English level. So if you get some midlevel questions right but others wrong, the system will need to ask you more questions to make sure what level you are.



Please note:

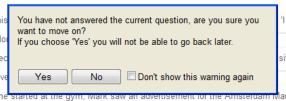


There is a time limit. When you have only 15 minutes left, you will see this message.

If you leave a space blank you will see this error message.

You cannot go back to questions you skipped.





Section 1: Use of English

Use of English • Section 1: Approximately 30 Questions

In section 1, there are **three** main types of questions.

Type 1

You can see an example of the first type of question on the right.

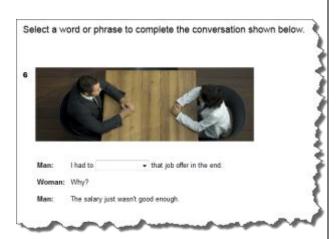
What does it test?

These questions will be testing your knowledge of grammar and vocabulary.

Format

There is a short conversation and a dropdown menu gives you a choice of **four** answers.

How to tackle such questions



1) Try to recognize the grammar or vocabulary area that is being tested

The question will be testing an area of grammar or vocabulary. Try to work out what type of answer they are looking for **before** you click to see the four choices.

Very often it is easy to recognize the type of grammar they are looking for. For example:

Example 1:

Man: It's very hot in here. Woman: Yes, it's boiling.

Man: Would you mind the window?

After the expression "would you mind", you normally have the gerund, or –ing form of the verb. So the correct answer will probably end in –ing. In fact, you have probably already worked out that the missing word is 'opening'.

2) Read the whole conversation

Concentrate on the words **after the gap**. Many students just read up to the gap and then pick the first answer that seems correct. This is <u>not</u> a good idea.

Example 2:

Man: Should we go for a walk Wählen Sie ein Element aus. the rain?

Woman: Why not? The forecast says it will stop soon.

Man: Let's go in an hour then.

In this case, it is crucial that you realize the importance of the fact that the word after the gap is a noun (the rain). Of the four choices only one:

- 1) is correct in its form. The expression is 'in spite of', not 'in spite', so 'in spite' is wrong.
- 2) fits the meaning. Only 'even though' and 'despite' fit the meaning of the sentence.
- 3) fits the grammar of being followed by a noun. So which is the correct answer? 'Even though' or 'despite'?

Type 2

These questions are slighlty harder to answer.

What does it test?

These questions will be testing your knowledge of:

- I) <u>Phrasal verbs</u>
- II) <u>Idioms</u>
- III) Irony and sarcasm

Format

In this question type, you have to read the dialogue on the right of the screen.

The question will ask you about one of the comments/questions of one the people talking and will be framed like this:

Use of English • Section 1: Approximately 30 Questions

Read the dialogue. Then, select the correct answer from the options be

What does the man mean?
What does the woman mean?
What does the **second** comment mean?

Make sure you select the right person/comment. In the example on the right, it is the woman's comment you need to analyze.

Only one of the three choices on the left repeats the information/meaning. It won't use the same words, but the meaning will be the same.



Very often all parts of the dialogue will have words you do not know or are unsure of, not just the comment you have to analyze. In most cases, however, you just need to concentrate on the comment itself.

Example:

Read the dialogue. Then select the correct answer for the options below.

What does the woman mean?

A I'm sorry I had to postpone the meeting.

B I will pay next time.

C The cost was too high.



Man: I'm sorry I couldn't talk you round. Woman: It was the price that put me off.

To be able to answer this question confidently you need to know the two phrasal verbs 'talk someone round' and 'put someone off'. Nevertheless, even if you don't understand what 'talk someone round' means it is possible to work out that something didn't work and she is explaining why.

Type 3: Cloze test

What is a cloze test?

http://de.wikipedia.org/wiki/L%C3%BCckentexttest

The computer system compares the answer you type into the gap with the correct answer, or answers, is has stored in the system.

What does it test?

This section will be testing your reading comprehension and ability to understand a text. In particular, it will be testing your knowledge of grammar and vocabulary.



How hard will it be?

The cloze test you get depends on how well you answered the previous questions.

Type only one word in each space.



Technique

- i) Read the whole text first.
- ii) Reread sentence by sentence, paying particular attention to the words immediately <u>after</u> the gap. These are often very important.

Some students just read the sentence up to the gap then type in a word that makes sense. Then they jump to the next sentence with a space. This is a big mistake.

When you have finished this question, the first section is over.

Listening



RROR!

Put on your headphones and double check the sound is on.

You can play each recording twice.



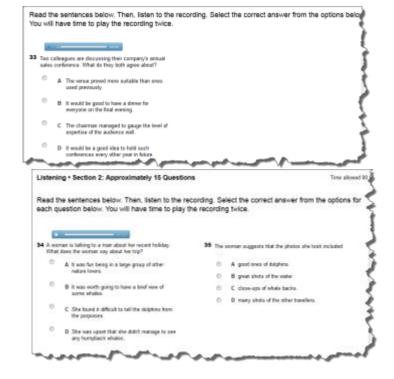
On very rare occasions the recording won't play a second time.

In this case, just pick an answer at random and move onto the next question. If it happens again, put your hand up and inform the teacher. Keep in mind it is technically impossible for the teacher to replay a question. The only remedy would be to let you retake the test from the beginning.

There are **two** types of questions

Type 1: Only one question per recording

Type 2: There are two questions per recording



Technique:

1) <u>Listen for meaning not words</u>

They are testing your understanding of meaning.

They are not testing your ability to hear words that you have just read.

Don't assume that if you hear the same word(s) in the recording as you have read in the answers that this is the correct choice. In most cases, but not all, the correct answer will not use any of the words in the recording.

2) As you read the answers, think of synonyms for the words

Let's imagine this was one of the answers:

A The venue proved more suitable than ones used previously.

As you read, think of some possible alternatives for these words.

Venue = location, or something specific such as hotel or conference hall.

Proved= turned out to be Suitable = appropriate

Ones= location, or something specific such as hotel, conference.

Previously = in the past, or something specific such as last year.

If you are lucky you will hear these words in the recording.

3) Some of the answers are indirect, especially as they get harder

A man and a woman are shopping for a new kitchen

Man: What about this kitchen? It has everything we need.

Woman: Our curtains are green.

What is the woman trying to say? It's not so easy to tell. What do you think?

Answer: She is rejecting this kitchen as a good choice because of the color. Obviously, the color of the

kitchen does not match the green color of the curtains they already have.



Thank you for taking this test.

Your results are available from the institution that provided you with your login and password.

Check with the person overseeing the test to see if you have to switch off the computer.

In most cases: Don't turn off the computer. Just click 'abmelden'.





Section 3: How to prepare for the test



You probably have a few days between reading this and sitting the test. Use the time wisely.

Use of English

From the material above, you can see that the main areas tested in this part of the exam are:

- 1) The range and accuracy of your grammar
- 2) The range and accuracy of your vocabulary
- 3) How well you know phrasal verbs
- 4) How well you know English idioms
- 5) If you can recognize irony and sarcasm

1) Grammar

The range and accuracy of grammar is an important indicator of how good your English is. Accuracy means not making mistakes in use, but range is just an important. The more complicated the issues you want to express in English, the more complicated the areas of grammar you will need to master.

What can you do to improve your grammar?

Google

Take a look at the three areas of grammar below. These are some examples of the areas of grammar you should be good at to get a good score on the OOPT.

1) Gerund

Explanations:

- I. http://video.about.com/esl/Learn-ESL--What-Is-the-English-Gerund-.htm
- II. http://www.grammar-quizzes.com/gerundsum.html

Quizzes:

- I. http://www.englishclub.com/grammar/verbs-gerunds-guiz.htm
- II. http://academic.cuesta.edu/ahalderma/gerinfinq.htm
- 2) Future tenses: present simple and continuous used for the future, future continuous, future perfect and future perfect continuous

Explanations:

- I. http://esl.about.com/od/grammarstructures/a/fcont.htm
- II. http://www.youtube.com/watch?v=udNmaJFwHE4

Quizzes:

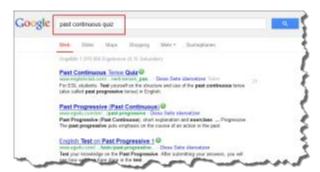
- I. http://esl.about.com/library/quiz/blgrquiz_futureforms.htm
- II. http://www.englisch-hilfen.de/en/exercises/tenses/future.htm
- 3) Present perfect continuous and past perfect continuous

Explanations:

- I. http://www.ego4u.de/de/cram-up/grammar/present-perfect-progressive
- II. http://www.youtube.com/watch?v=vVUXVaqnolY

To find the explanations above, all we did was Google the grammar area. The first time we just typed in the name of grammar area to get the explanations.

So typing *gerund* plus *explanation* got us some good results.



It often helped to add the letters: esl. This stands for English as a second language. This will make sure you go a site designed for people learning English.

The second time we typed in the name of the grammar area and added the word quiz. Again adding the letters esl can be helpful.

Try this yourself

Here is a complete list of the grammar areas that are important to get a good <u>B2</u> score on the test. As you go through the list Google the area + quiz to test how well you know the grammar area.

Grammar areas

- 1. All the past tenses
 - a. Except maybe the past perfect continuous I had been working there for ten years.
- All the present tenses
 - a. Including the use of the present tense to talk about the future I am flying to Ireland on Friday.
 - b. The present perfect continuous could still be a problem—I have been traveling to Ireland for years.
- All the future tenses
 - a. Including the future continuous and future perfect
- 4. Passives of the above
- 5. Modal verbs
- 6. Conditionals (if-clauses)
 - Both basic and advanced areas (mixed conditionals etc.) a.
- 7. Relative clauses
- 8. Countable and uncountable nouns
- 9. Article and determiners
- 10. Adverbs and adjectives
- 11. Comparatives
- 12. Prepositions (including noun/verb/adjective + preposition)
- 13. Indirect questions
- 14. Reported speech
- 15. Gerunds and infinitives
- 16. Subject-verb agreement
- 17. Parallel constructions
- 18. Confusing words and false friends
- 19. Expressing opinions

YouTube



YouTube has lots of good online resources to help you improve

your grammar.

Try these two:

- http://www.youtube.com/user/SchoolOfEnglish/videos?view=1
- II. http://www.youtube.com/user/JamesESL

Smartphone

If you have a smartphone, here's a useful App to help you with your grammar:

http://learnenglish.britishcouncil.org/en/mobile-learning/johnnygrammars-quizmaster

Internet

There are lots of places on the internet you can use to

improve your English. Check out this website from the BBC:

http://www.bbc.co.uk/worldservice/learningenglish/





Cracking 80

For some courses you will need to get 80 points, i.e. C1, on the OOPT. The vocabulary and grammar you need to get 80 points will be very advanced. Below you can see just two examples of these advanced language areas.

Inversion

We are used to seeing inversion when we form questions:

Statement: I have already had a meal.

Question: Have you already had a meal?



In German, the use of inversion is even more extensive:

Es hat geregnet.

Geregnet hat es.

Under no circumstances should you assume that questions are the only time you find inversion in English. In fact, the previous sentence provides such an example as 'under no circumstances' is one of the expressions which causes inversion.



Watch this video for more information:

http://www.youtube.com/watch?v=xuyvwMKJn8U&feature=plcp

http://www.english-study.de/2010/08/21/grammar-quickie-inversion/ (explanation in German)

http://esl.about.com/od/advancedgrammar/a/inversion.htm

http://www.fullspate.net/efl-advanced-grammar/

Quizzes:

http://www.englishtenses.com/exercise/inversion exercise

http://www.tolearnenglish.com/exercises/exercise-english-2/exercise-english-83020.php

http://www.tolearnenglish.com/exercises/exercise-english-2/exercise-english-89063.php

Unreal past

Jenny: It's time you went. Tom: I'd sooner I didn't.

It's funny that both Jenny and Tom are using the form of the past tense but are not talking about the past.



In fact, we often use the form of the past tense in English even when we are not talking about the past. You probably already know that we use the past tense when making some conditional sentences: http://www.youtube.com/watch?v=MkIPRUX5DhQ



But there are also other cases in English where we use the form of the past tense to talk about the present or the future: http://www.youtube.com/watch?v=8k5w7sfshXE

Here's a longer explanation with a short quiz at the end:

http://www.englishbaby.com/lessons/grammar/the_unreal_past

Now you should be ready to do a little test:

http://www.flo-joe.co.uk/fce/students/strategy/transfrm/pasts.htm

If you need C1, 80 points or more, search the internet for practice material for the CAE and IELTS exams. For example, after googling the words grammar and CAE, I found this link:

http://www.flo-joe.co.uk/cae/students/tests/pt1index.htm

The Use of English section gives you a good idea of the areas of grammar you need for C1.



2) Vocabulary

There are two important issues here.

- I. Changing the words you learn
- II. Changing the way you learn new words

I) Changing the words you learn

It might sound strange but you should stop learning words you don't know.

Instead, you should concentrate on turning your *passive* vocabulary into *active* vocabulary.

One of the simplest ways to do this is to keep your eye open for **collocations**.

A collocation¹ is two or more words that often go together. These combinations just sound "right" to native English speakers, who use them all the time. On the other hand, other combinations may be unnatural and just sound "wrong". For example, English speakers in German often say "Ich habe ein Bild genommen" because they are translating a collocation from English "to take a photo" directly into German, where it just sounds "wrong".



In general, collocations are easy to understand and therefore easy to learn if you take the trouble to do so.

So how good is your knowledge of collocations?

First learn more about them here:

http://www.englishclub.com/vocabulary/collocations-samples.htm

Now let's do a quick quiz:

http://downloads.bbc.co.uk/worldservice/learningenglish/quiznet/pdfs/109 common collocations.pdf

Here some of the main types of collocations

i) Verb-noun collocations

Below you can see some potential verb-noun collocations with the verb *to run*. How many of them are correct in English?

To run + noun	Yes	No
Can you run a car?		
Can you run an experiment?		
Can you run a bath?		
Can you run a risk?		
Can you run a company?		



Here are some more verb-noun collocations for you to test your knowledge:

- i. http://www.flo-joe.co.uk/cae/students/strategy/openclze/pt2finalc.htm
- ii. http://www.englishclub.com/vocabulary/collocations-quiz-do-make.htm

ii) Noun/adjective plus noun collocations

How many of the following are correct?

To run + noun	Yes	No
Can you have a stop-gap solution?		
Can you have a debatable point?		
Can you have a frank discussion?		
Can you have a vested interest?		

Test your knowledge here:

i. http://www.englishmedialab.com/cloze/Adjective%20noun%20collocation/index.html

In fact, all of the combinations in the two tables above are correct.

¹ http://www.englishclub.com/vocabulary/collocations.htm [accessed on 13 SEP 2010]

II) Changing the way you learn words

First stop using online dictionaries to look up new words.

There are numerous problems with this approach:

1) The words only go into your short-term memory

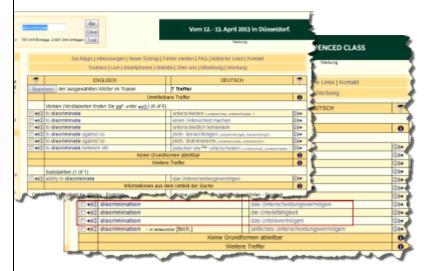
Like looking at your watch, you will have forgotten the word in a few seconds. Only your short-term memory is activated. It can be hard to remember words even a few seconds after you learnt them.

2) Without a context it's hard to pick the right translation

So what does it mean below when they define a connoiss.

So what does it mean below when they define a connoisseur as someone with expert knowledge and keen discrimination? Check out leo.org and look for the correct translation. It's not the first one. It is tempting to take the first translation. However, the correct translation for the context is farther down the list: *Urteilsvermögen*





Try using Linguee.de instead. The sentences provide context and help you select the right

translation.



3) Recording vocabulary

You should try and expand the information you record about words you want to learn.

Many of you will have a *Vokabelheft*. But the

information tends to be limited to a simple translation, with no context to help understands the meaning of the word.

Try and fill in the missing information in the box below. The word you want to record is churn.

Where did you see the word? Copy in context. Five ways to stop employee churn			
Use it in a sentence		Synonym/antonym Also known as employee turnover. Opposite is retention.	
Verb/noun/adjective/adverb	Write word here Churn		Not to be confused with
Definition (your own words)		Translation	
 Number of employees who leave a 			
company			
Write related words here		Draw a pictu	re of it

3) Phrasal verbs

Understanding phrasal verbs

Verbs are often followed by adverbs or prepositions (= particles) such as *back, off, through, up* etc. Sometimes both verb and particle have their normal meaning:

It took 20 minutes to **go through** passport control.

Other times there is a new, often more abstract meaning when the verb and particle are put together:

Can we **go through** those figures again? (= look carefully at/examine)

Phrasal verbs are common in informal, spoken English. Quite often a phrasal verb will have a more formal, one-word equivalent which is used more in written English:

```
find out >>> discover go on >>> continue
```

Often one phrasal verb can have several different meanings and the correct one is only clear from the situation:

Don't worry, I'm **dealing with** it now. (= I'm taking the necessary action) We **deal** mainly **with** Taiwanese companies. (= we do business with) The report **deals with** our future strategy. (is about)

Complete the following email using the phrasal verbs from the box (<u>in the correct form</u>) which mean the same as the words in brackets.

do without	look into	run out of	take up	call on	check in	
hold on	look after	break down	turn up			

Hi Amanda
The service lift in the warehouse has (stopped working) again. Could you please get the Otis
engineer to (investigate) what has gone wrong and to fix it ASAP? This is urgent because we
really can't (manage if we don't have) it. We're having to move everything upstairs by
hand and this is (occupying) a lot of time and pretty soon everyone is going to (have no
more) patience.
We're expecting Mr Takashi from Japan sometime this afternoon. I have rung the hotel but he hasn't
(registered his arrival) there yet, so he may just (arrive unexpectedly)
at the office. If he does, could you (take care of) him and ask him to
(wait) a client at about 2.30 pm but I should
be back by 3.15 pm.

In the following sentences, choose the best option from the a-d.

- 1. The latest iPads are expensive, but if you wait, prices will down.
 - a. back
 - b. run
 - c. turn
 - d. come
- 2. I agree, and if they criticise you at the meeting, I will back you
 - a. up
 - b. down
 - c. in
 - d. out
- 3. By the way, I into Siti in York and she sends you her regards.
 - a. looked
 - b. turned
 - c. came
 - d. ran

- 4. Could you ring British Airways and find if there are any seats on the flight to Rome?
 - a. up
 - b. in
 - c. over
 - d. out
- 5. Work is always so much better if you have a boss you on with.
 - a. ge
 - b. carry
 - c. take
 - d. hold



Balls? Churches? Cats? You can imagine how difficult these expressions would be for someone learning German. The English language, just like German and other languages, is also full of such idioms.

What is an idiom?

We can see from the three German examples above that each expression has a meaning different than the combination of words would suggest. Native speakers use such idioms all the time, often without realising how hard they are for others to follow. This can make communication a confusing experience.



= He ate a lot because he promised that to his mother and now he is going to repair the roof.

Or does it? Search the internet. Try to find the meaning for those English idioms on the right.

You can read more about idioms here: http://www.geo.de/GEOlino/mensch/redewendungen/englisch/englische-redewendungen-57051.html

Here are some examples of idioms from YouTube:

https://www.youtube.com/watch?v= xS1LGHjGXU

https://www.youtube.com/watch?v=--564vFlwzs

https://www.youtube.com/watch?v=jPUccg9wC8s

https://www.youtube.com/watch?v=Nfjl7rIB3Yo [This one is a little scary.]

Below you can see some other examples. Try and collect the idioms you come across in logical categories.

Time idioms		Vegetation idioms	
Let's c	all it a day.	to beat about the bush	
He left on the dot of 6.00.		to sleep like a log	
She goes to bed in the early hours.		to put something in a nutshell	
We decided on the spur of the moment.		the last straw	
Some good news can make my day.		to turn over a new leaf	
I like to	o arrive at the airport in good time.	to branch out	
It was	just one of those days.	to stem from	
He'll be here in no time.		to weed out	
She left the building in the nick of time.		to go against the grain	
	Number idioms	Shape idioms	
1/2	to go halves	a vicious circle	
1	(go) back to square one	to go round in circles	
2	to be in two mind	to be all square	
4	on all fours	to be in the right frame of mind	
9	nine times out of ten	to make ends meet	
10	ten to one	to go to pieces	
19	nineteen to the dozen	to be at a (bit of a) loose end	

You need to keep a record of any idioms you meet to expand you passive vocabulary. Then, in time, as you get more confident using English, you can build them into your active use.

Such idioms are very common in business English. On the right you can find an example.

Source: http://articles.latimes.com/2011/oct/30/business/la-fi-buy-here-pay-here-part1-storyb

The best strategy for recording idioms is shown below.

- **1.** When you come across an example, copy out the whole sentence.
- 2. Get a translation from www.linguee.de



3. Get a definition from www.dictionary.com

3. Get a definition from www.dictionary.com

5) Irony and sarcasm

The way the words are said can be more important than the words themselves.

Man: *Paula can't come.*Woman: *Oh great.*

Often they will test your ability to understand the meaning behind the words. Someone saying *oh great* could be expressing satisfaction (I am so happy she can't come) but also annoyance (I'm angry she can't come) as in this case.

What is irony?

http://de.wikipedia.org/wiki/Ironie

http://theoatmeal.com/comics/irony

Isn't it ironic?

http://www.helping-you-learn-english.com/alanis-morissette.html

Sarcasm

http://www.english-test.net/stories/70/index.html (click on the play button)







Listening

The problem is we never really hear everything. We think we do. But we don't. If someone said: *He works here in Wie......* . Your brain would fill in *Wiesbaden* so fast they you might not even notice you didn't hear the complete word.

This works very well in our native language but we need to train our brain to do this in a foreign one. After all, listening is one of the four basic language skills. And it is one of the easiest skills to improve.

Here are two broad strategies for preparing for this part of the test:

- 1) Listen to more English in your everyday life
- 2) Practice exam-style questions

Making English part of your everyday life

You should try to make 30% of your life English – listening to English radio, watching English TV.

Podcasts

Nowadays, most of you will carry some means of playing music with you. If this device can play music you can also play podcasts.

Try the Stitcher App. Click on the graphic and follow the link.



Try the Filmon App. You can watch many English-language TV shows for free. If you have AppleTV you can even watch them on your television.



The BBC offers some great podcasts. Check out their site here: http://www.bbc.co.uk/podcasts

Search under **genres** for the topics that interest you personally.

Some of the podcast are specially for learners of English such as:

- 1) English at work
- 2) 6 minute English



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The best thing to do is to subscribe to the podcast.

You can, of course, use ITunes, but there are other services available, such as <u>Juice</u> or <u>Stitcher</u>.

Below, you will find a list of interesting podcasts from the BBC. Each of the graphics has a hyperlink that will take you to respective website if you hold down 'strg' and click on the left mouse button.



Here are three podcasts from NPR in America. Each of the pictures has a hyperlink that will take you to the website where you can subscribe to the podcast.

podcast directory





Movies

Simply watching movies in English is too passive.

A simple trick is to switch on the subtitles and compare what you are reading to what you are hearing.

This works well in all combinations.

- 1. Watch in German, subtitles in English.
- 2. Watch in English, subtitles in German.
- 3. Even watching in English with the subtitles in English works well, as the subtitles are never exactly the same as the text the actors are speaking.



Using exam preparation material

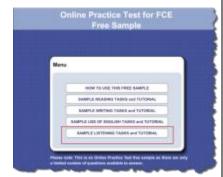
To really train your ear for exam-style questions you can search the internet for exam-preparation material.

There are many tests of English out there. Most of them have a listening component. Therefore, there are

many free resources on the internet to help you get ready for such exams.

Here is one for the Cambridge First Certificate Exam, or FCE:

http://www.ompersonal.com.ar/firstcertificate/contenidotematico.htm



You can find a lot of material on YouTube.



For the FCE exam (B2)
https://www.youtube.com/watch?v=mS2MITTyWe8

For the IELTS exam (C1)

Episode 15: Listening for signpost words

http://www.youtube.com/watch?v=Or1Tzn3UqV0

Episode 16: Listening for numbers

http://www.youtube.com/watch?v=nqS8SZD6gIs&NR=1

