

<p>PART 1 Listening (approx. 10 minutes)</p>	<p>Task type: Multiple choice Format: ten unrelated dialogues of about 30 seconds' duration, each followed by a 3-option multiple choice item</p> <p>The candidates listen to a short dialogue, then choose the correct statement from three that are based on the dialogue. The recordings are dialogues between two interacting speakers (conversations, interviews, discussions, etc.).</p> <p>Task Focus: <i>identifying detail, understanding and interpreting information, specific information, gist, detail, main idea, function, purpose, attitude, opinion, etc.</i></p> <p>Marking Scheme: 10 items x 2 points = 20 points</p> <p>NOTE: Each part is heard twice.</p>
<p>PART 2 Knowledge of Linguistic Means (20 minutes)</p>	<p>Task type: Multiple choice Format: 18 4-option multiple choice sentences Task Focus: <i>lexical</i></p> <p>Marking Scheme: 18 items x 2 points = 36 points</p> <p>Topic areas: computer systems/parts and devices; storage devices and peripherals; operating systems and interfaces; computer memory; cloud computing; the Internet; communications and networking; videoconferencing; telecommuting; online marketing and e-commerce; desktop publishing; business and banking IT; robotics; artificial intelligence; automation cyber crime and security; system administration; programming</p>
<p>PART 3 Knowledge of Language Functions (15 minutes)</p>	<p>Task type: Multiple choice Format: 16 2-option multiple choice exchanges Task Focus: <i>lexico-grammatical</i></p> <p>Marking Scheme: 16 items x 1 point = 16 points</p> <p>Functions: getting someone's attention; giving instructions; describing a process; making a suggestion; describing options; offering a solution; clarifying a situation; checking for errors; expressing confusion; answering the phone; asking for help; asking about purpose; explaining differences; clarifying information; describing minimum requirements; expressing a concern; describing benefits; asking about deadlines; making a recommendation; investigating a problem; offering help; assigning a task; giving a summary; describing capabilities; reporting a problem; recognizing a cause; citing a previous example; describing completion; asking for clarification; stating a preference; listing concerns; giving an opinion; confirming information; asking for suggestions; describing functions; discussing possible consequences; discussing suspicions; checking certainty; discussing capabilities; expressing a positive opinion; talking about qualifications/experience; discussing degrees of difficulty</p>
<p>PART 4 Reading (10 minutes)</p>	<p>Task type: Multiple choice – True/False/Doesn't say Format: Three short texts (60-100 words each) containing factual information related to the field of information technology; the first two texts are followed by two 3-option multiple choice questions each, while the third text is followed by two True/False/Doesn't say questions. Task Focus: <i>understanding detail, specific information, implication, attitude, reference and meaning</i></p> <p>Marking Scheme: 6 items x 3 points = 18 points</p> <p>NOTE: All the texts are related to the specific field of study.</p>
<p>PART 5 Writing Awareness (5 minutes)</p>	<p>Task type: A gapped or jumbled text of approx. 200 words Format: Gapped text – a text with five gaps to be filled with either one sentence from a choice of three or, one pair of sentences from a choice of six or, an appropriate word or, information from two short texts. Jumbled text – seven or eight paragraphs, of which five are to be organized into a text. Task Focus: <i>recognition of writing features and language as required in their field of study</i></p> <p>Marking Scheme: 5 items x 2 points = 10 points</p> <p>NOTE: The candidate may be asked to complete a request, set of notes, how-to sheet, explanation, form, description, email, note, guide, recommendation, receipt, customer survey, memo, review, profile, checklist, call summary, advertisement, letter or proposal. This task is based on elements of writing that the candidates will need to produce in the field of information technology for professional purposes.</p>
<p>Duration: 60 minutes</p>	<p>Marks: TOTAL: 100 points</p>