



# Pre-Test Checklist

## Introduction

In order to be ready for your test, in other words get the score you need, you must be able to say YES to ALL of the applicable statements below.

What is a yes? A yes is a 'Hell, ye! I am 100% sure I can do that'. If you are not 100%, it is a NO.

Absolutely everything you need to be able to say yes, is provided in the course. In fact, there is more information there than you will ever need. However, if you need help, ASK! Do not be afraid to ask for help. I am here for you.

## Basic Requirements

I have watched **all** of the Task 1 modules in their entirety.

I have understood **all** of the Task 1 modules in their entirety.

I have watched **all** of the Task 2 modules in their entirety.

I have understood **all** of the Task 2 modules in their entirety.

I have submitted at least 5 tasks to be corrected.

I have **learned** from the mistakes highlighted in my writing feedback and **worked** to improve these areas.

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I have asked questions about anything I am unsure of or do not understand.

I have done practice writing tests under exam conditions and I **always** get **both** tasks finished on time.

I **consistently** get the marks I need when I submit my tasks to be corrected.

I am comfortable talking about common Task 2 topics.

I have read or listened to sources of information about the common topics on a daily basis.

I have identified my weak areas and turned these into strengths.

I might be nervous because this is a big test, but I am not nervous about my **ability** to get the scores I need because I have **demonstrated** many times that I am capable of getting the scores I need.

## Task 2

I know how to analyse a question.

I am aware of the 5 different question types and how they should be approached on a **sentence by sentence** level.

I know the grammar structures necessary to give my opinion, outline main ideas, write topic sentences, explain main ideas, give examples, summarise main ideas etc. and can use these accurately.



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I know how to plan.

I plan for **at least** 5 minutes when I practice and will do so in the real exam.

I know how to generate relevant, specific ideas.

I know how to structure an introduction for **any** question.

I know how to develop main ideas in main body paragraphs.

I know how to write topic sentences.

I know how to **clearly** explain main ideas.

I know how to write **specific, logical** examples that support my main ideas.

My examples **always** make sense.

I know how to summarise my main ideas and reiterate my opinion in the conclusion.

I know how to answer the question and my answer is very clear throughout the essay.

I know how to use paragraphing effectively.

I know how to use cohesive devices accurately **and** appropriately.

I do not overuse cohesive devices.

I can finish ANY Task 2 question in under 40 minutes.

I have time to check my work for **at least** 5 minutes.



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## Task 1 General Training

I plan for **at least** 3 minutes and intend to do so in the real test.

I know the difference between formal and informal letters.

I know how to structure a letter using the information provided.

I know how to start and end a letter appropriately.

I know how to state the purpose of a letter **clearly**.

I know how to **fully** develop my main ideas.

I know how to use a **consistent** tone throughout the letter.

I know how to use paragraphing effectively.

All of my ideas are relevant to the question.

I know how to use cohesive devices **effectively**.

I can finish ANY Task 1 question in under 20 minutes.

I have time to check my work for **at least** 3 minutes.

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## Task 1 Academic

I plan for **at least** 3 minutes and intend to do so in the real test.

I know how to recognise **ALL** of the Task 1 questions.

I know the difference in approach for **all** the different types of questions.

I know the difference between static **and** dynamic sources of data.

I am comfortable analysing different data sources.

I can **quickly** spot key features.

I can include these key features in a **clear** overview.

I do **not** include irrelevant data in the overview.

I **logically** organise data in the details paragraphs.

**All** of my data is accurate.

I **only** include **relevant** data in the details paragraphs.

I use paragraphing effectively.

I use cohesive devices accurately **and** appropriately.

I do not overuse cohesive devices.



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I know how to use the appropriate grammar and vocabulary to describe general trends, make comparisons, describe change etc.

I can finish **ANY** Task 1 question in under 20 minutes.

I have time to check my work for **at least** 3 minutes.

## Grammar and Vocabulary

More than half of my sentences are **completely** error-free.

I can do the above **consistently** when I practice.

## Warning

Do not get overwhelmed by the amount of things that are required above. Everyone who has got a 7 or above has been able to do all of those things and they were in the same position as you were.

Do not look at these as one big thing that you need to do. Break them down and look at each one individually and make sure you can do each of them and you will be able to do it.

Take it one step at a time.



# Pre-Test Checklist

**I would strongly advise NOT doing the test until you can say YES to ALL of the above.**

Again, everything you need to say yes to all of the above is right there for you in the course. The only thing stopping you is your ability to put the time in and do the work.