

IELTS Listening

Semester 6 -Employability skills

(303193353)



Course Outcomes

After Learning the course the students shall be able to:

- Get ready for IELTS tests
- Develop a professional resume.
- Get an understanding of the interview process.
- Improve employability skills through mock tests.
- Use soft skills during job interviews.

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Learning Objectives

By the end of this session, learners will be able to:

- **Explain** the structure, timing, and question types of the IELTS Listening test (both paper & computer versions).
- **Identify** key listening challenges (accents, distractors, paraphrasing) and demonstrate active listening strategies.
- **Apply** prediction, note-taking, and paraphrase recognition while attempting sample questions.
- **Practice** effective time management and answer-transfer techniques.
- **Evaluate** personal performance using a mini-test and create a short practice plan for improvement.

Learning Outcomes

By the end of this session, learners will be able to:

- Explain the format, timing, and structure of the IELTS Listening test for both paper-based and computer-delivered versions.
- Identify various IELTS Listening question types and their respective strategies for effective answering.
- Demonstrate active listening skills by recognizing key information, paraphrases, and distractors.
- Apply effective prediction, note-taking, and time management techniques during listening practice.
- Implement spelling, grammar, and accuracy rules during answer transfer to enhance scoring consistency.

Topics to be Covered

- Introduction to IELTS Listening
- Test Format and Structure
- Question Types
- Key Test-Taking Strategies
- Final Preparation & Accuracy Techniques
- Conclusion
- References

Overview

- Understand the format of **IELTS Listening Test** step-by-step.
- Understand all the **four sections**, and learn **expert strategies**.
- A brief look at **every question type** and crucial final tips.

Test Format Overview

- **Same Content:** The Listening test is **identical** for IELTS Academic and General Training candidates.
- **4 Sections, 40 Questions:** There will be **four recordings** and candidates have to answer **40 questions** in total.
- **Play Once Only:** Each recording will be played **for once**.
- **The Choice:** Candidates are given choice to select their format, **Paper-Based or Computer-Delivered**. The content and scoring are the same.
- **Skills Assessed:** Understanding main ideas, specific factual information, speaker opinions, and following the development of an argument.

Understanding IELTS Listening Test Format

	QUESTION NUMBER	CONVERSATION TYPE	DETAILS
SECTION 1	1-10	Real-Life Based Conversation	Conversation between 2 people in an everyday social context.
SECTION 2	11-20	Real-Life Based Monologue	A monologue set in an everyday social context
SECTION 3	21-30	Academic Conversation	Discussion among 3/4 people set in educational/training context
SECTION 4	31-40	Academic Conversation	Monologue related to academics

Essential Question Types

Completion Tasks

- **Form/Note/Table/Sentence Completion:** Filling in gaps using words from the recording. **Adhere strictly to the word limit** (e.g., 'NO MORE THAN TWO WORDS AND/OR A NUMBER').

Selection Tasks

- **Multiple Choice:** Choosing one or more correct answers from a list.
- **Matching:** Matching items (e.g., names) to options (e.g., actions).

Visual Tasks

- **Plan/Map/Diagram Labeling:** Relating descriptive language (directions, location) to a visual.

Strategy Tip: Read the instructions and the questions *before* the recording starts to predict the context and the type of answer needed (e.g., a name, a date, a number).

The CRITICAL Difference in Timing

Feature	Paper-Based IELTS	Computer-Delivered IELTS
Duration	30 minutes listening	30 minutes listening
Answer Method	Write answers in the Question Booklet	Type answers directly on the screen
Review/Transfer Time	10 minutes extra to transfer answers to the official Answer Sheet	2 minutes extra to check answers on the screen
Equipment	Loudspeaker audio (or room headphones)	Individual high-quality headphones

Test - Taking

Strategies

Strategy 1: Predict & Prepare

- **Use the Reading Time:** You are given time before each section. **Read the questions, not the answer options** (yet).
- **Underline Keywords:** Highlight the key words in the question that tell you *what* to listen for (e.g., 'name,' 'date,' 'reason').
- **Predict the Answer Type:** Think: is the missing word a **noun, verb, adjective, number, or place?** This narrows your focus dramatically.

Strategy 2: Listen for Paraphrasing

- The words you hear in the recording are often **synonyms** or **paraphrases** of the words in the question.
- *Example:* Question says "near future," audio says "**in a couple of weeks.**"
- **Listen for the whole meaning**, not just a single word match.

Strategy 3: Don't Panic & Move On

- **The Answers are in Order:** If you miss Question 5, you know the answer to Question 6 will come *next* in the audio.
- **Stay in Sync:** Don't waste time thinking about a missed answer; that will cause you to miss the next one. **Guess and move your attention to the next question immediately.**

Understanding Question Format

Completion Tasks (Form, Note, Table, Sentence):

- You fill in a gap using words from the audio.
- **The Golden Rule:** STRICTLY follow the word limit.
- *Example:* NO MORE THAN TWO WORDS AND/OR A NUMBER.
 - Correct: '*train station*, ' '5th May,' '2 words'
 - Incorrect: '*at the train station*, ' 'five days in May'

Multiple-Choice Questions (MCQ):

- Requires you to listen for **details** and **distractors**.
- The speaker often mentions all options, but only one will be the **final** or **correct** piece of information.
- Listen for words like "*but*," "*however*," or "*actually*" - these often signal the real answer.

Matching:

- You match items from a list (e.g., people, places) to a set of options (e.g., opinions, features).
- Focus on **identifying the speaker's core opinion** or a specific link between the items.

Let's understand in detail

Watch the video

<https://youtu.be/Z16XUXJyVIk?si=f8PxGDXX7OCdu1rb>

Final Preparation and Tips

Final 10 Minutes (Transfer Time):

- This time is **only for transferring** answers from your test booklet to the official answer sheet.
- **Do NOT** use it to try and guess missing answers; your focus must be on **accuracy**.

Crucial Accuracy Checks:

- **Spelling:** Every answer must be spelled **100% correctly**. Practice common subject-specific words.
- **Grammar:** Your answer must fit **grammatically** into the sentence or form. (e.g., using a singular vs. plural noun).
- **Plurals:** Listen closely for the 'S' sound; if the answer is plural, you *must* write the 'S'.
- **Capitalisation:** All answers can be written in **CAPITAL LETTERS** on the answer sheet (e.g., TOWER BRIDGE) to avoid mistakes.

References

- IELTS Official Website – www.ielts.org
- YouTube: *The 10 types of question*
- Google Images – Used for educational illustration
- British Council & IDP – *IELTS Preparation Resources*

Thank You!

IELTS Speaking

Semester 6 - Employability Skills

(303193353)

Learning Objectives

By the end of this session, students should be able to:

- ✓ Understand the significance of IELTS Speaking for global employability and higher education opportunities.
- ✓ Identify and explain the structure and format of the IELTS Speaking test.
- ✓ Identify the four key assessment criteria
- ✓ Apply effective communication techniques to express technical and general ideas clearly.
- ✓ Implement the Top 5 tips to increase performance in IELTS Speaking tasks.
- ✓ Analyze TED-IELTS and TEDx Talks to improve listening comprehension, accent familiarity, and presentation style.
- ✓ Cultivate confidence in delivering structured, fluent, and engaging responses during mock speaking sessions.

Topics to be Covered

- Importance of IELTS Speaking
- IELTS Speaking Test Format
- Assessment Criteria
- Top 5 Tips to Ace IELTS Speaking
- TED-IELTS Video
- Classroom Activity
- TEDx Talk by Philippe Rival
- Significance of TED Talks for IELTS Speaking Practice
- Conclusion
- Learning Outcomes

Importance of IELTS Speaking

➤ **Global Opportunities**

Opens doors to international jobs, internships, and prestigious universities worldwide

➤ **Clear Communication**

Tests your ability to articulate complex technical ideas in an accessible manner

➤ **Professional Skill**

Develops essential skills to explain yourself using everyday language

IELTS Speaking Test Format

Part-1 Introduction	Part-2 Long Turn	Part-3 Discussion
Duration: 4-5 Minutes	Duration: 3-4 Minutes	Duration: 4-5 Minutes
Personal questions about yourself, your studies, hobbies and daily life. Think of this as a warm up conversation.	Speak on a given topic for 2 minutes after 1 minute of preparation. You'll receive a cue card with prompts.	Abstract questions related to Part 2 topic. Demonstrate critical thinking and analytical skills.

Assessment Criteria

- Fluency and Coherence
- Lexical Resource (Vocabulary)
- Grammatical Range and Accuracy
- Pronunciation

Top 5 Tips to Ace IELTS Speaking

- Dedicate 15-20 minutes each day to speaking on diverse topics.
- Use suitable technical vocabulary to impart expertise, but always explain concepts in easy manner
- Follow a logical format: introduction, detailed explanation, relevant example, and conclusion. This demonstrates coherence and organization
- Use your phone to record practice sessions. Listen back to identify pronunciation issues, filler words, and areas for fluency improvement
- Maintain eye contact, smile, and don't panic if you make mistakes.

TED-IELTS Video

- Have a look at the video following the link.
- Try to understand what is delivered.

<https://www.youtube.com/watch?v=tjsxJL894s4&t=114s>

Classroom Activity

- Part-2 Long Turn

Topic: Describe a technological invention that changed your life

- Preparation Time: 1 Minute
- Speech Time: 2 Minute

TEDx Talk by Philippe Rival

What is the video about?

- Engineers beyond Engineering
- The art of being an Engineer

<https://www.youtube.com/watch?v=cOIJGGgaSIY>

TED Talks for IELTS Speaking Practice

➤ Different Accents & Vocabulary

Exposure to British, American, Australian, and other English accents helps you understand various speaking styles and enhance your vocabulary

➤ Clear Presentation Skill

Learn to present complex ideas in an engaging, structured manner that attracts your audience

➤ Usual Speech Patterns

Observe how native speakers use intonation, pauses, and emphasis to build confidence in your own natural conversational flow

Conclusion

- The IELTS Speaking test not only measures linguistic competence but also develops essential communication and presentation skills essential in global settings.
- By understanding the test format, practicing regularly, and observing authentic English speakers, students can effectively enhance their fluency, clarity, and confidence.
- The addition of TED Talks and real-life examples helps bridge the gap between academic learning and practical communication competence.

Learning Outcomes

By the end of this session, students will be able to:

- ✓ Define the format and scoring criteria of the IELTS Speaking test.
- ✓ Demonstrate effective speaking techniques through structured responses.
- ✓ Use suitable vocabulary to explain technical concepts in simple English.
- ✓ Showcase improved fluency, coherence, and pronunciation during oral practice.
- ✓ Reflect on their own speaking strengths and areas for improvement using recorded practice sessions.
- ✓ Engage confidently in mock speaking tests and group discussions.
- ✓ Apply learning from TED Talks to improvise delivery, tone, and flow of conversation.

Thank You

IELTS Reading

Semester 6 - Employability Skills

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Learning Objectives

By the end of this session, students should be able to:

- ✓ Understand the structure and format of both IELTS Academic and General Training Reading sections.
- ✓ Identify different types of questions commonly asked in the IELTS Reading test.
- ✓ Apply reading strategies such as skimming and scanning to locate information efficiently.
- ✓ Interpret and analyze texts to answer comprehension questions accurately.
- ✓ Demonstrate an understanding of band score conversion and marking criteria in the IELTS Reading test.
- ✓ Develop vocabulary-building strategies relevant to academic and general reading contexts.

Topics to be Covered

- Duration of IELTS Reading Exam
- IELTS Academic Reading Format
- Format for IELTS Academic Reading
- Format for IELTS General Reading
- How is it marked?
- Tips for IELTS Reading
- IELTS Reading Question Types
- Classroom Activity
- Conclusion
- Learning Outcomes

Duration of IELTS Reading Exam

- **TIME DURATION:** 60 MIN.

- **NOTE:** Reading section of the IELTS will be different for General training and academics.

IELTS Reading Description

- The given topics will vary, encompassing general subjects crucial for aspiring students intending to enroll in undergraduate or postgraduate courses.

IELTS Academic Reading Format

Format	3 Passages
Time	60 Minutes
No. of Questions and Marks	40 (1 Mark each)
Task	Text can be from newspapers, magazines, fictional and non-fictional books for non-specialist aspirants. All are based on general interest

IELTS General Reading Format

Format	Section 1: 2-3 short texts Section 2: 2 texts Section 3: 1 long text
Time	60 Minutes
No. of Questions and Marks	40 (1 mark each)
Task	Section 1: texts based on social survival Section 2: workplace survival Section 3: general reading

How is it marked?

- The General Training Reading test is assessed by certified markers who undergo regular monitoring to ensure reliability. Following the initial marking, all answer sheets are additionally analyzed by Cambridge Assessment English.

Band Score Conversion

- For each version of the General Training Reading test, a band score conversion table is generated. This table translates scores, ranging from 0 to 40, into the IELTS 9-band scale. Results are reported in both whole bands and half bands.

Tips for IELTS Reading

- Timing is the key
- Read the instructions carefully
- Skim for overall idea
- Scan for keywords
- Don't panic
- Expand vocabulary
- Use context for unknown words
- Prepare for paraphrases

IELTS Reading Question Types

- Short Answer Questions
- Multiple Choice Questions
- True/False/Not Given

Classroom Activity

- Read the paragraphs attached in a separate file and answer the questions using effective reading strategies.

Conclusion

- The IELTS Reading module equips students with essential strategies to enhance comprehension, accuracy, and time management during the test.
- By practicing techniques like skimming, scanning, and contextual analysis, learners can effectively handle diverse question types.
- A clear understanding of test formats, marking schemes, and vocabulary development ultimately empowers students to achieve higher band scores and succeed in global academic or professional pursuits.

Learning Outcomes

By the end of this session, students will be able to:

- ✓ Differentiate between the Academic and General Training IELTS Reading formats.
- ✓ Employ effective reading techniques (skimming, scanning, and contextual understanding) to comprehend passages quickly.
- ✓ Accurately respond to various question types such as multiple choice, short answer, and matching tasks.
- ✓ Apply learned strategies to achieve a higher band score in the IELTS Reading test.
- ✓ Exhibit confidence in tackling unseen reading passages with appropriate strategies and time management.

Thank You

IELTS Writing

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Learning Objectives

By the end of this session, students should be able to:

- ✓ Understand the format and structure of the IELTS Academic Writing tasks (Task 1 – Report, Task 2 – Essay).
- ✓ Identify and apply key language features such as academic vocabulary, complex sentences, and cohesive devices in writing.
- ✓ Demonstrate the ability to analyze and describe visual data effectively for Task 1.
- ✓ Develop coherent and well-structured essays using appropriate reasoning, evidence, and examples.
- ✓ Recognize and differentiate between various essay types.
- ✓ Apply strategies and tips for report and essay writing to enhance accuracy, clarity, and coherence.

Topics to be Covered

- Key language features of IELTS Writing
- Format of IELTS Academic Writing
- IELTS Writing Description
- Tips for Report Writing
- Essentials of Essay Writing
- Types of Essays
- Tips for Essay Writing
- Common Mistakes to avoid
- Classroom Activity
- Conclusion
- Learning Objectives

Key Language Features of IELTS Writing

1. Academic Vocabulary

- Use precise, sophisticated terms appropriate for/9+*/formal writing. Avoid repetition through synonyms

2. Complex Sentences

- Employ relative clauses, conditionals, and subordinate clauses to demonstrate grammatical range.

3. Cohesive Devices

- Connect ideas logically using "therefore," "in addition to," "on the other hand," or "consequently."

Format of IELTS Academic Writing

- **TASK-1:** Report Writing based on visual data (Charts, Graphs, Tables or Diagrams)

- **TIME DURATION:** 20 Minutes

- **TASK-2:** Essay Writing (on given Point of view, Argument or Problem)

- **TIME DURATION:** 40 Minutes

IELTS Writing Description

- Both the tasks are equally important for demonstrating your writing proficiency, but strategic time management is essential.

Essentials of Report Writing

- Paraphrase the question and describe what the visual shows (Introduction)
- Summarize the main trends, patterns, or key features (Overview)
- Present specific data points and comparisons systematically (Detailed Analysis)

Tips for Report Writing

1. Analyze the Visual

Identify main trends, highest/lowest points, and any exceptions or anomalies in the data.

2. Paraphrase the Question

Rewrite the question in your own words for the introduction—never copy directly.

3. Select Data Strategically

Include key figures to support trends—don't describe every single data point.

4. Maintain Formal Tone

Keep language objective, precise, and academic throughout your report.

Essentials of Essay Writing

- **Standard Essay Structure**

Introduction- Body Paragraph- Conclusion

- **Mnemonic**

A well-planned essay with clear arguments and strong support will consistently achieve higher band scores than hastily written responses

Types of Essays

1. Opinion Essays

Present and justify your viewpoint on a given statement with clear arguments and examples

2. Discussion Essays

Explore both sides of an argument fairly before presenting your own balanced conclusion

3. Problem/Solution

Identify problems clearly and propose practical, well-reasoned solutions with supporting evidence

4. Cause/Effect

Analyze reasons behind issues and their consequences, demonstrating logical reasoning

Tips for Essay Writing

1. Analyze the Question

Read carefully to understand exactly what is being asked.

2. Plan Your Essay

Spend 5 minutes outlining your main points, examples, and structure before writing.

3. Write Clearly

Use formal academic style with varied sentence structures and precise vocabulary.

4. Support Your Ideas

Back up arguments with relevant examples, evidence, or logical reasoning throughout.

Common Mistakes to Avoid

1. Word Count Errors

Writing under or over the required word count (150 for Task and 1250 for Task 2) will lower your score.

2. Copying From Prompt

Directly copying phrases from the question without paraphrasing demonstrates limited language ability.

3. Going Off-Topic

Failing to address the question directly task achievement scores.

4. Poor Time Management

Spending too long on Task 1 leaves insufficient time for more heavily weighted Task 2.

Classroom Activity

- Develop an Essay on **Technology** presenting your opinions on
- The effects of technology on communication, work and society
- The advancement of technology
- The pros and cons of technology

Conclusion

- IELTS Writing demands a balance between linguistic accuracy, critical thinking, and organized presentation.
- By mastering report and essay formats, using appropriate academic language, and maintaining a clear structure, students can effectively express their ideas and achieve higher band scores.
- Consistent practice and awareness of common pitfalls are key to success in IELTS Writing.

Learning Outcomes

By the end of this session, students will be able to:

- ✓ Write a clear, concise, and well-organized report describing visual information in Task 1.
- ✓ Compose a logically structured academic essay in response to Task 2 prompts.
- ✓ Use formal academic language with correct grammar, cohesion, and vocabulary range.
- ✓ Demonstrate effective time management and task prioritization during the writing test.
- ✓ Exhibit the ability to paraphrase questions, analyze data, and present balanced arguments.

Thank You