



# ***SPEAKING***

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# Improving English Speaking

*Remember, speaking is a skill like learning a musical instrument or a new sport – the only way you can get good is to actually do it! And, here are some tips to Improve your English speaking if you are not a native speaker:*

## ❖ **Don't Worry about Grammatical Errors**

- ✓ Instead of being concerned with perfect grammar and trying to mimic a native English speaker, what's more important is clarity.
- ✓ To the audience, you as a non-native speaker don't need to worry about lightening your accent or using faultless grammar. Instead, concentrate on the delivery and clarity of your message.

## ❖ **Expanding Vocabulary**

- ✓ Read extensively in English
- ✓ listen to podcasts or audio materials
- ✓ make use of vocabulary-building resources such as flashcards or word lists

## ❖ **Record Yourself**

- ✓ Record what you are saying in English and listen to it. When you record yourself, you will pick up on things that you might not have noticed before.
- ✓ Ask a native speaker of English to listen to it. Identify the words that are hard to hear or understand. Practice pronouncing these words and using them in a sentence.

## ❖ **Get a Partner**

- ✓ Get a speaking partner who can help you improve your English communication skills by helping you see and hear the things you are not picking up on.
- ✓ Someone who can call you out when you say a word wrong, aren't pronouncing things correctly, or using the wrong grammar.
- ✓ Ask for feedback anytime you are speaking to get better at communicating.

### ❖ **Find Synonyms for Words You Can't Pronounce**

- ✓ There are words in English that are difficult to pronounce. Try to avoid them.
- ✓ Find words that are similar to them and use those instead.

### ❖ **Speak Slower**

- ✓ If you speak too fast it slurs your words together and on top of your accent it can be hard to digest what you are saying.
- ✓ Remember, slow down, pause, and enunciate your words.

### ❖ **Practice One Sound at a Time**

- ✓ Find the sound that is the hardest for you to say (V, R, W, Th, or P). Then, practice just saying those sounds over and over again.
- ✓ Pick words that have those sounds in them and get your mouth comfortable with finding out how to properly say them without being distracting.

### ❖ **Practice Speaking English Everyday**

- ✓ Be confident and speak as often as possible to as many people as you possibly can! The more you practice the better and more confident you will become in your pronunciation and vocabulary.

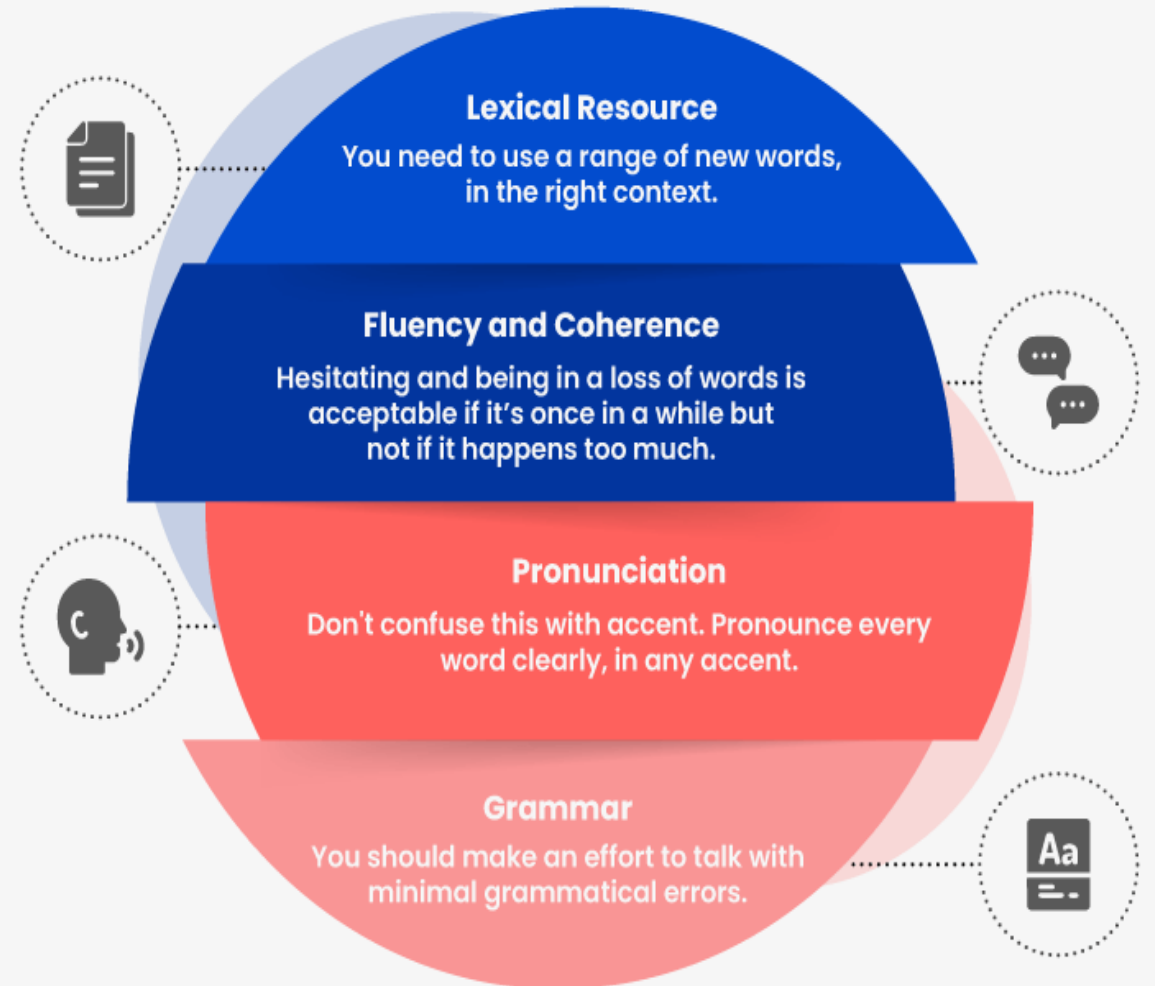
# About IELTS Speaking Test

❖ For both IELTS on paper and IELTS on computer, the face-to-face Speaking test is made up of three parts: Part 1, Part 2, and Part 3.

❖ **Speaking Test Assessment Criteria**

- ✓ Fluency and Coherence
- ✓ Lexical Resource
- ✓ Grammar Range and Accuracy
- ✓ Pronunciation

➤ *This refers to the ability to talk with normal levels of continuity, rate and effort, and to link ideas and language together to form coherent, connected speech.*



# IELTS Speaking (Part-1)

- ❖ In part 1 of the Speaking test,
  - The test will last 4 to 5 minutes.
  - The examiner will ask 4-6 general questions on familiar topics, such as home, family, friends, habits, work, studies, and interests.
  - It is expected that the examiner will introduce him/herself first, ask your name, and then ask you to confirm your identity.
    - ✓ *It is customary that the examiner will ask your name first. He/she then will ask you to show your identity (passport in this case) and want to know what you do, where are you from, and some basic conversation-starter questions.*

# IELTS Speaking (Part-1)

❖ **Some such common questions are given below:**

**Q.** Good morning. My name is Katherin Hingis. Could I have your name, please?

**Q.** And your candidate number?

**Q.** Can I see your ID?

**Q.** Well, great. Where are you from?

**Q.** What do you do?

# TOPICS: IELTS Speaking (Part-1)

Study

Work

School/ Workplace

Hometown/ Living place

Home/ Accommodation

Name

Family/ Friends / Colleagues

Clothes, Fashion & Jewellery

Gifts

Daily routine

Daily activities

Food/ Cooking

Drinks

Going out

Hobbies / Interests

Language Exercise

Shopping

Culture/ Tradition

Leisure time activity

Games / Sports

Future plan

Music

Neighbours & Neighbourhood

Newspapers

Pets

Flowers & Plants

Reading

Music

Magazines & TV

Transport/ Travelling

Interesting places

Seasons

Maps

Internet & Technology (Telephone, Email, Social media etc)

Weather

Festivals



# The Personal Inventory

- ❖ **Vital Data:** Name, Nickname, Your preferred name, age, birthdate
- ❖ **Family Data:** Members of your family, Occupation of guardian
- ❖ **Experiences:** Education, Work, Travel
- ❖ **Social:** Do you belong to any social clubs/ community organizations? Do you date?
- ❖ **Goals of Life:** Short-term goals, long-term goals
- ❖ **Communication Skills:** What do you see as your communication strengths and weaknesses?
- ❖ **Recreation/ Hobbies:** List your favorite TV programs; films you have recently watched; and types of music you listen to
- ❖ **Values:** List important things persons, or beliefs in your life. Things you would like to change
- ❖ **Problems:** What are your immediate and pressing problems?
- ❖ **Wired:** How much time do you spend on your cell phone/ computer?
- ❖ **Being at University:** What are your feelings about your university? Your department, and education in particular and general?

# About Location

- I'm.... *(Nationality)*
- I grew up in.... *(place)*
- I was raised in.... *(place)*
- I spent my childhood in.... *(place)*
- I come from.... *(implies journey)*
- I was born in.... but raised in.... *(place)*
- I have been living in.... for three years. *(place)*
- I'm originally from.... but I have been living here for 10 years. *(place)*
- I moved to.... a few years ago. *(place)*

# Occupation/ What do you do?

## ❖ Studentship:

- ✓ I'm in class 9; Grade 9 (*American*); year 9 (*British*)
- ✓ I'm pursuing my BBA/MBA...
- ✓ I'm a first-year BBA student at XYZ University
- ✓ I have recently done/completed my honors

## ❖ Taking Courses:

- ✓ I'm currently taking a course in math "A course in Theoretical subjects"

## ❖ Business:

- ✓ I run my own business

## ❖ Position/Company:

- ✓ I work in 'sales'.
- ✓ I am currently working as a software engineer at ABC company.

## ❖ Experience:

- ✓ I have three years of experience in the neuroscience field.
- ✓ I've worked in the accounting field for three years.

# IELTS Speaking (Part-2)

- ❖ In IELTS Speaking Part 2,
  - ✓ The examiner will give you a cue card or a task card which will consist of 3-4 questions along with some instructions on how to answer the topics.
  - ✓ Once you get the topic, you'll be given one minute to prepare yourself on the given topic.
  - ✓ A paper and pencil will be provided so that you can pen down your ideas on the paper if you wish.
  - ✓ After which you will have to speak for around 1-2 minutes until the examiner asks you to stop.

# IELTS Speaking (Part-2)


- ✓ While speaking, you should try to speak without hesitating or pausing for too long. While speaking the examiner will not interrupt you, he/she will only nod to encourage you.
- ✓ Soon after the 2 minutes get over, the examiner will stop you and ask you a few questions relating to what you spoke about, and you'll have to give short answers for the same.
- ✓ Here, the examiner will check your usage of grammar and vocabulary, and your ability to frame sentences while talking.
  - *Speaking for 2 minutes may seem like a long time if you haven't practiced or if you're not used to speaking in English regularly. That is why it is advisable to practice well for the speaking test.*

# IELTS Speaking (Part-2): Cue Card




**Favourites**

These are topics that ask you to talk about things you like.




**Time based**

These are topics that ask you to talk about events that occurred in the past/ present and future.



**Person**

You will be asked to talk about a friend or a guide



**Object**

You will be asked to talk about things like a mirror or clothes that you like



**Occasions**

You will be asked to talk about a birthday party or any important moment.



**Place**

You will be asked to talk about places that you visited or are going to visit.




**Work**

The topic will be related to your workplace



**Study**

The topic will be related to courses you want to pursue/ or are pursuing



**Emotions**

These are topics that ask you to talk about emotions like sadness, happiness etc.

# TOPICS: IELTS Speaking (Part-2)

- A quiz program or game show on TV
- A time when you got up early
- A sport you would like to try
- A healthy lifestyle you know
- A prize you want to get
- A singer that you like
- A time you found someone lost
- A tv program that made you laugh
- Something you do to help you study or work
- An interesting neighbor you like
- A restaurant you like
- A song that has special meaning to you
- A story/ novel interests you
- A person you admire
- Someone you consider a good leader
- Someone from the media you like to meet
- Describe an old friend/ a family member
- An interesting conversation you had with a stranger

# Example: IELTS Speaking (Part-2)

- ❖ The topic given will be related to personal experiences. For example: *a country you have visited*.
  - You should talk about:
    - Where is this country?
    - When did you visit it?
    - What are the interesting things about this country?



# IELTS Speaking (Part-3)

- ❖ In Part 3 *(which is also called as counter questions or follow-up questions on Part 2),*
  - ✓ The examiner will ask a broader range of questions from the given topic of Speaking Part 2.
  - ✓ The test taker, therefore, has to elaborate and go in-depth on the topic to answer these questions.
  - ✓ It should take approximately 4 to 5 minutes to complete.

# IELTS Speaking (Part-3): Example

❖ If the “Speaking Part 2” – Cue Card asks you to describe your favorite food:

- What is it made of?
- Where and when did you eat it first?
- Why do you like it?
- Do you know how to make it?

❖ Therefore, concerning the “Speaking Part 2” card, these questions can be asked in Speaking Part 3:

- Do you think diet is important?
- What is a balanced diet?
- Do people eat in restaurants in your country?
- What is the typical diet of people in your country?
- Why do some people enjoy eating out?

# Do's

- ✓ *Confident/ Friendly*
- ✓ *Eye Contact/ Facial Expressions/ Speak loudly*
- ✓ *Expand your expression with an example*
- ✓ *Use Linking Words*

# Don'ts

- x *Only Yes/no*
- x *Boring Words (but, don't use big and unfamiliar words if not confident.)*
- x *Memorize answers*
- x *Worry about **Accent***
- x *Speak too quickly /slowly*
- x *Use Filler Words*

# List of Do's

## ❖ Use a Range of Grammatical Structures

- You are assessed on your ability to use different grammatical structures accurately, so it's important to practice speaking about the past, the present, and the future using correct tenses.
- Try and use a range of grammatical structures using complex and simple sentences to express what you want to say.

## ❖ Use of Strong Lexical Resource

➤ e.g. I like > I prefer/ being into something

- “Do you prefer fast food or traditional food?”

Instead of answering with “I prefer fast food because...”, you can try:

- Actually, I **have a preference for** fast food for the reason that...

## ■ *Less common words*

1. I prefer traditional food because it is much tastier than...
2. I am quite partial to traditional food because it is much tastier than...

## ❖ **Extend Answers**

- ✓ Try and answer in full.
- ✓ Don't wait for the examiner to prompt you with a question.
  - *When your answers are short, this shows the examiner that you cannot talk in detail about a topic. If the examiner says 'Why?', they are prompting you to give a reason for your answer and to extend more fully.*

## ❖ **Pause to think**

- You can use the following phrases to give you time to think during the Speaking test:
  - ✓ That's an interesting question
  - ✓ I have never thought about that, but...
  - ✓ Let me see
  - ✓ That's a good point
  - ✓ That's a difficult question, but I'll try and answer it
  - ✓ Well, some people say that is the case, however, I think...
  - ✓ Let me think about that for a minute

# List of Don'ts

- **Don't Speak in a Monotone**

- Monotone (producing flat sound, with little variation) makes it more difficult to express what you say and makes it more difficult for the listener to identify what parts of your message are important.
- Vary the stress and intonation to add emphasis on certain words.
- Pausing at sections in your speech can make the conversation more engaging.
- Use hand gestures to help the rhythm of the conversation.

- **Don't Worry about Accent**

- ✓ With a face-to-face Speaking test, the IELTS examiner understands a wide range of accents, so will be able to understand what you say, unlike an AI machine.
- ✓ If you can communicate well, then there is nothing to worry about.
- *But do be aware of sounds that you have difficulty with and make sure to use stress and intonation as English is a stress-timed language. Practice with friends and they will tell you if they can't understand what you are saying.*

## ❖ Avoid Big and Unfamiliar Words

- ✓ You may want to impress the examiner with big and complex words in your Speaking test. But to be safe, avoid using words you are not familiar with.
- ✓ There is a higher chance of making mistakes by either mispronouncing words or using them in the wrong context.
- ✓ Mistakes can affect your final band score.

## ❖ Avoid Using Fillers

### ➤ Avoid the following fillers:

- x Like
- x You know
- x Umm...
- x Ahh...
- x Ehh...
- x Well
- x Yeah...

- *We generally use fillers when we don't know what to say, however, this shows the examiner that you can't access the appropriate language or ideas.*

# Basic Speaking: Introduce Yourself

- Who are you?
  - ✓ I am ( name)/ I'm .....
  - *In a situation where no one can see you ( telephone, large auditorium)*
    - ✓ This is.../ Hi, this is... speaking
- What if you have a preferred name/ nickname?
  - ✓ **Informal:** My friend's all call me...
  - ✓ **Semi- Formal:** My name is.... But it's hard for some people to say, so you can call me...



# Greetings

- Generally we do not greet by shaking hands with people we know well. We greet by just saying 'hi' or 'hello'
- When young people meet informally they sometimes greet and say:
  - ✓ "Give me five!" *(and slap their hands together as "high five")*.

# Formal Greetings

- ❖ When meeting people formally **for the first time**, we greet them by shaking hands and saying:
  - ✓ "How do you do?" or "Pleased to meet you." (*Here, "How do you do?" isn't really a question, it just means "Hello".*)
    - John: *How do you do, Mr. Khan?*  
Khan: *How do you do, Mr. John? Delighted to meet you.*
    - Ena: *How do you do, Mr. Steve? Glad to meet you.*  
Steve: *Me too.*
- ❖ When meeting people formally, but **not for the first time**, we greet them by shaking hands and saying:
  - ✓ "Good morning" or "Good afternoon".

# Greeting People

- Here are some expressions you can use to greet people:
  - ✓ How do you do?
  - ✓ Hi, hello,
  - ✓ Good morning, good afternoon, good evening.
  - ✓ Good day. *(Old fashioned in British English; so formal, not commonly used; but in Australian English, it's widespread, informal, and suitable for all hours of the day)*
  - ✓ How are you?
  - ✓ How are you doing?
  - ✓ What's good?/ What's popping?
  - ✓ Howdy: Howdy, folks! When did you all get here? *(an informal friendly greeting, particularly associated with the western US states.)*

# Responding to Greeting

- Here are some expressions you can use to greet people.
  - ✓ Hi, hello.
  - ✓ Good morning/Good afternoon/Good evening.
  - ✓ I'm fine thank you (thanks)/Okay! Thank you (thanks)/Can't complain/Not bad.
  - ✓ How about you?/And you?
  - ✓ How do you do?
  - ✓ Hanging there/ getting by/
  - ✓ How's life?- Same as usual

***THANK YOU***