

# Final Testing Procedure and B1.2 Final Test Answer Key

**It is essential that students in group courses take the final test before the end of the course.**

If, for some reason, you think the students will be unable to take the test, please contact your Training and Development team *as soon as possible* so we can find a solution.

## General information about the final tests

The **Final Test (2 UE)** is a formal test.

The result appears on the certificate that the student receives upon completion of the course.

When do I administer the tests?

- Final Tests- on the 2<sup>nd</sup> to last appointment of an inspire level.  
(For a larger group or a longer speaking topic, you may schedule the written and speaking portion of the test during two different meetings)

What do I need to tell my students about the final test?

- The Final Tests are standardized and benchmarked to the respective CEF level.
- Students should understand that there will be questions on the test they have not specifically been prepared for. *Tell them that we are also testing their background knowledge and ability to make educated guesses based on what they have learned.*
- After distributing the test, read through all directions with the students.

How do I score the test?

- **Test correction:** The Final test should be corrected in the class the week after it has been administered.
- The final test result, which will be noted on the course certificate, is based on the following  
scale: 51% - 61% “sufficient” (i.e. passing) 62% - 74% “satisfactory” 75% - 87% “good”  
88% - 100% “very good”

What do I do with the completed tests?

### Students are not allowed to keep their tests.

The hardcopy tests must be returned to us, **corrected**, along with the original pedagogical card and attendance sheet upon completion of the course.

The Final test results are used to create course certificates. In order to get certificates to students in a timely manner, please return the marked paper tests within a week of the course end.

Unfortunately, if the end of the course is reached and you have not given the test and have not informed us that this will not be possible, we will have to ask you to return to the company to administer the test on your own time.

### Questions? Contact:

**Please contact your local MTD**

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## B1.2 Final Test Answer Key

### Listening (12 marks)

*Note to trainer: There is an audio but if unavailable please read the script provided below for your participants. They can listen to the script twice. (To prepare, please make sure you have read the script aloud to yourself beforehand.)*

Part 1: 1 – 7 (in any order!) smoking, listening to loud music in public, slurping food, being untidy, being late, talking loudly on the phone, bad driving. Part 2: 8 F / 9 T/10 F/11 F /12 T

### Listening Text

*Trainer should read out loud or play the audio twice*

What are your bad habits? I think everyone has bad habits. Not everyone agrees on what bad habits are. Some smokers don't think smoking is a bad habit. Young people don't think listening to loud music on the train is a bad habit. In Japan, slurping your noodles is a sign that you enjoy your food, but making a noise while eating in England is not good. Have you ever tried to break your bad habits? I have quit smoking and have stopped leaving things laying around the house. I wish other people would stop their bad habits. I get annoyed when people are late for meetings or talk loudly on their phones in public. I also think many motorists need to think about their driving habits. Perhaps I should point out their bad habits.

### Section 2 Vocabulary (15 marks)

13 unsatisfactory / 14 complain / 15 property / 16 unacceptable / 17 compensation  
18 back / 19 down / 20 down / 22 up / 23 up / 24 behind / 25 down / 26 back / 27 out

### Section 3 Language (20 marks)

*Note to trainer: Use your judgment as a native speaker when marking this section*

28 I have been travelling / 29 I am beginning / 30 I have seen / 31 has been / 32 I have met / 33 I left / 34 I stayed there/ I was staying there / 35 I planned / I was planning/ 36 I ended up / 37 I enjoyed / 38 I took / 39 met / 40 I am staying / 41 I continue/ 42 I'll get / 43 I'm / 44 I'll let / 45 I know / 46 I am staying / 47 we are visiting /48 are renovating /49 It'll be /50 I'll be

51/ ~~on~~-out 52/ ~~said~~ told 53 /~~then~~ than 54/ ~~have~~ has /55 ~~hear~~ hearing

### Skills development (4 marks)

56 d / 57 e / 58 b / 59 g /60 f /61 c /62 a

### Reading (10 marks)

63 a 64 d 65 e 66 c 67 b 68 f

### Writing (12 marks)

*Note to trainer: Grade should take into account style, tone, accuracy, language, and coherence.*  
*coherence*

Criteria	Score
Coherence	3
Lexis	3
Complexity	3
Accuracy	3

# Final Testing Procedure and B1.2 Final Test Answer Key

**Key:**

1/3 = *needs a lot of improvement*

2/3 = *meets standards*

3/3 = *exceeds standards*

**Coherence:**

logical organization and development of the topic or argument; clear interconnectedness of thoughts and ideas

**Lexis:**

range and appropriateness of words and idiomatic expressions used

**Complexity:**

range of grammatical forms and structures used

**Accuracy:**

appropriateness/correctness of grammatical forms and structures used

## Speaking (25 marks)

*Note to trainer: To grade, use the guidelines on the speaking portion page of the test.*

*To set up the speaking portion:*

- *The trainer must specify the topic for the speaking portion of the test. This topic can be explained in detail to the students at least one week prior to the test if they will need to research or prepare in some way. Please note: During the speaking portion, the students are not allowed to use any notes they took.*
- *The speaking topic should be tailored to the particular company and industry as much as possible. Ideally, it will relate directly to company specific topics covered in previous lessons (e.g. answering questions about a product, describing processes or procedures within their company, giving a presentation).*
- *This is a group speaking activity, where all participants engage together. The purpose is to grade the participants on their ability to speak in a realistic, business relevant situation. If the topic is company history, they should not each take turns telling the same story. Instead, they should work as a group to build on what was said, to disagree, to offer other opinions, to ask questions about what was said. If the topic is presentations, there need to be questions at the end.*
- *All of this should be clear well before the test day. To prepare students, make sure to set up this type of discussion round at various points during the course.*

*Example of Task (Topic Building a positive work environment pg.31):*

Conduct a meeting to discuss rewarding employees and creating a good work environment in your department.

Participant A: Suggest rewards and why you think this would be a good idea for the company

Participant B: Agree or disagree / make on compromise with the suggestions made.

**Trainer should adapt the question to meet the job needs / tasks of the participants.**

Grade according to the rubric given on the test

**Total: 105 marks**