

FIRST YEAR WRITTEN EXAMS

USEFUL TIPS (What or what not to do)

EXAM DESCRIPTION

The exam is divided into 2 main parts:

PART ONE - sections 1 and 2 (20 points), which are multiple choice,

PART TWO - sections 3 to 7, which require production (40 points).

The pass mark is **36/60** which is divided by 2 and therefore converted into **18/30**.

Time allowed –

PART ONE - Listening – time necessary, (plus 15 minutes for SECTION 2 after which the answer sheet, **if used**, must be handed in)

PART TWO - 1 hour and 15 minutes for - sections 3 to 7.

If the answer sheet is **not** used, the exam, excluding the listening, (sections 2 – 7) will last 90 minutes.

Summary of points awarded per section:

- **Listening – 10 points;**
- **vocabulary cloze – 10 points;**
- **tense exercise – 10 points;**
- **open cloze – 10 points;**
- **transformation exercises – 10 points;**
- **word formation – 5 points;**
- **question formation – 5 points. TOTAL = 60 POINTS**

PART ONE - Section 1 – LISTENING – 10 questions – 10 points

Read the questions carefully before you listen to the passage. There will be 2 readings only.

Please **JUST** listen during the first reading of the text. It is not easy to listen, read and choose an answer at the same time. The second reading will be slower and there will be pauses to give time to provide answers. Two minutes will be given at the end to check answers.

Section 2 - MULTIPLE CHOICE – 10 gaps – 10 points

There are 10 sentences which form a passage. Please read the whole passage before choosing the word or words to fill the gap according to the meaning and function in it.

PART TWO - Section 3 –TENSE EXERCISE – 10 tenses – 10 points

Read the passage and look for **time references** before deciding on a particular tense. Watch out for interrogatives and negatives. Please be careful with the formation of the tenses – e.g. auxiliary and corresponding participle, 3rd person singular with an s.

Only the answers written in the spaces provided BELOW the text will be taken into consideration.

Section 4 – OPEN CLOZE – 10 gaps – 10 points

Read the passage carefully and choose ONE word only to fill the gap, according to its position in the sentence and its meaning.

Section 5 – TRANSFORMATION EXERCISES – 10 sentences – 10 points

The original sentence must be transformed to obtain the same meaning using a different grammatical structure. Here it is important that no more than 3 words are used (contracted forms – e.g. don't – count as ONE word). You MUST NOT modify the word given!! Here it is important to recognise that certain structures like **so** and **such, too** and **enough, active** and **passive, direct** and **indirect** speech go together.

Please check your work extremely carefully because no points are awarded even if there are “small” mistakes like no “s” on a 3rd person singular verb in the present tense. You must also change **pronouns** where necessary.

Section 6 – WORD FORMATION – 10 answers – 5 points

You must MODIFY the word given, maintaining the same root!!

Look carefully at the position of the missing word in the sentence to decide what to do.

Here it is extremely important to avoid the following mistakes:

- incorrect spelling of the original word e.g coNfortable instead of coMfortable, embaRass instead of embaRRass!
- when an ordinal number is required, DO NOT use numbers, but letters e.g. SECOND and not 2nd!
- do not forget a **capital** letter for the personal pronoun “I” – not “i”!!!
- nationalities and languages “English” and not “english” etc.;

- If you write in capital letters, make sure the first letter is bigger than the rest – not SPANISH but **S**PANISH;
- careful with singular and plural nouns and verbs.

Section 7 – QUESTION FORMATION – 5 questions – 5 points

This exercises may seem easy, but it is not!

You are given a sentence which is the answer to a question. Decide which question word to use- **why, who, what** - by looking at the underlined words.

Remember that the word order is different in most questions (except for when “who” is the subject, for example)!

Use the tense that is in the original to avoid mistakes.

Make sure you change the pronouns where necessary.

You must include all the information provided in the answer when forming the question – e.g. I am going to buy some new clothes at the weekend. “some new clothes” is the answer, but don’t forget to include “at the weekend” in your question. So, “What are you going to buy **AT THE WEEKEND?**” and not just “What are you going to buy?”

YOU WILL NOT BE AWARDED POINTS FOR YOUR ANSWERS IF YOU MAKE ANY OF THE ABOVE MISTAKES!!!

Your handwriting must be **LEGIBLE** at all times, please.

You must not give two answers to a question. If so, the point will not be awarded.