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GUIDANCE: READING AND USE OF ENGLISH

PARTS
1-4

READING AND USE
OF ENGLISH

About the paper

The Reading and Use of English paper lasts for one-hour fifteen-minutes. There are seven parts and a total of fifty-two questions. You have to read texts of different lengths, for example extracts from newspapers, magazines, websites and novels, as well as other short texts. The paper tests your knowledge of vocabulary and grammar and your ability to read and understand different types of text.

Part 1

In Part 1, you read a short text and answer eight multiple-choice questions. There are eight gaps in the text and you have to choose a word or phrase from a choice of four. You choose the word or phrase which best fits each gap.

Part 2

In Part 2, you read a short text and answer eight open-cloze questions. There are eight gaps in the text. You have to fill each gap with the word that's missing.

Part 3

In Part 3, you read a short text and answer eight word-formation questions. There are eight gaps in the text and you're given the base form of each missing word. You have to change each word so that it makes sense in the gap.

Part 4

In Part 4, you read six pairs of sentences and answer key-word transformation questions. The pairs of sentences have the same meaning, but are expressed in different ways. There's a gap in the second sentence, which you have to fill with between two and five words. You're given one of these words.

How to do the paper

Part 1

- Read the text, ignoring the gaps, to get a general understanding.
- Only one of the options (A–D) fits the gap.
- Check the words before and after the gap, e.g. some words can only be followed by one preposition, or may be part of a common expression.
- In some questions, the answers are linking words and you need to understand the meaning of the whole text to know which answer is correct in the context.
- If you're not sure which answer to choose, decide which options are clearly wrong. Then look carefully at the ones that are left. If you're still not sure, you should guess. You don't lose marks for wrong answers, and your guess may be right.
- When you've finished, read the whole text again and check that it makes complete sense with your answers in the gaps.

Part 2

- Read the text, ignoring the gaps, to get a general understanding.
- Think about the missing words. You need to put one word in each gap and it's usually a grammatical word, e.g. pronoun, linker, preposition, etc.
- Before you fill each gap, read the sentence carefully and think about the type of word that's missing, e.g. it may be linking two ideas, or be part of a common expression.
- When you've finished, read the whole text again and check that it makes complete sense with your answers in the gaps.

Part 3

- Read the text, ignoring the gaps, to get a general understanding.
- Think about the missing words. You only need to put one word in each gap and the base form of that word is written in capital letters at the end of the line.
- Before you fill each gap, read the sentence carefully and think about the type of word that's missing, e.g. is it a noun, an adjective, an adverb, etc.?
- Change the word you've been given so that it fits the gap. You often need to add prefixes and suffixes.
- Check to see if nouns should be singular or plural.
- Check that you've spelled each new word correctly.
- When you've finished, read the whole text again and check that it makes complete sense with your answers in the gaps.

Part 4

- Read the first sentence carefully to make sure you understand exactly what it means.
- Look at the key word. What type of word is it? What usually follows it, e.g. an infinitive, a preposition, etc. Could it be part of a fixed expression or a phrasal verb?
- Remember you can't change the key word in any way.
- Now read the second sentence carefully. This sentence often has the same information as the first sentence, but expressed in a different order. Think about how the words need to change in the new order; e.g. an adjective may become a noun or vice versa.
- You can include words and phrases in your answer that aren't in the first sentence, but the meaning of the two sentences must be exactly the same.
- Check that your answer has between two and five words. Remember that contracted words count as two words, e.g. *won't* = *will not*.
- Check that the two sentences have exactly the same meaning as your answer in the gap.

About the paper

Part 5

In Part 5, you read one long text and answer six multiple-choice questions. There are four options in each question. The questions follow the order of information in the text.

Part 6

In Part 6, you read one long text from which six sentences have been removed. You can see these sentences, in jumbled order, below the text. There is also an extra sentence that doesn't fit into any of the gaps. You have to use your knowledge of grammar, vocabulary, referencing and text structure to decide which sentence fits in each gap.

Part 7

In Part 7, you read either one long text divided into sections, or a series of short texts on the same topic. There are ten questions, which report the information and ideas from the text(s). You have to match each question to the correct text or section of text.

How to do the paper

Part 5

- Read the text quickly to get a general understanding of what it's about and how it's organised.
- Read through the questions and underline key words.
- Find the section of text where the question is answered and read it carefully, underlining key words and phrases.
- Some questions test your knowledge of vocabulary or reference skills, and these tell you on which line the targeted word or phrase can be found. Read the sentences before and after the one including this word or phrase to find the answer.
- For all questions, read the four options (A–D) and choose the one that is closest to your own understanding of the text. Look for the same meaning expressed in different ways.
- Check that the other options are all clearly wrong. If you're still unsure, read the text again very carefully and look for reasons why some of the options are wrong.

Part 6

- Read the base text first, ignoring the gaps, to get a general understanding of what it's about and how it's organised.
- Then, read the text around each gap and think about what type of information might be missing.
- Read sentences A–G. Check for topic and language links with the base text. Highlight reference words and words that relate to people, places, events and any time references. This helps you to follow the development of the argument or narrative.
- Choose the best option to fit each gap. Make sure that all the pronouns and vocabulary references are clear.
- Once you've finished, re-read the whole text to be sure that it makes complete sense with your answers in the gaps.

Part 7

- In Part 7, you don't need to read the whole text first because you don't need to understand all the information in order to answer the questions.
- Read the questions (43–52) first, underlining key words and ideas.
- Read through the text(s) quickly and find information or ideas relevant to each question.
- For each question, read the relevant piece of text carefully to make sure it completely matches the meaning of the question.
- You'll probably find references to the ideas in the questions in more than one section of the text, but only one section matches the idea exactly. You need to read all these sections carefully to find the exact match.

For questions **1 – 8**, read the text below and decide which answer (**A**, **B**, **C** or **D**) best fits each gap. There is an example at the beginning (**0**).

In the exam, you mark your answers **on a separate answer sheet**.

Example:

0 **A** open **B** free **C** clear **D** wide

0	A —	B —	C —	D —
---	---------------	--------	--------	--------

Don't Forget your Hat

If you like spending time out in the **(0)**, it's important to remember that the human head doesn't work very well in hot, cold or wet conditions. That's why a hat is a good investment, and a single waterproof one with a brim will generally do the **(1)** adequately enough.

In cold climates, the head is **(2)** heat all the time. As **(3)** as sixty per cent of your body's heat is lost through the head and neck, **(4)** on which scientist you believe. Clearly this heat loss needs to be prevented, but it's important to remember that hats don't actually **(5)** you warm, they simply stop heat escaping.

Just as important is the need to protect the top of your head and your neck from the effects of **(6)** sunlight, and the brim of your hat will do this. If you prefer a baseball cap, **(7)** buying one that has a drop down 'tail' at the back to stop your neck **(8)** sunburnt.

- | | | | | |
|----------|----------------------|----------------------|-----------------------|-----------------------|
| 1 | A job | B task | C role | D duty |
| 2 | A giving away | B sending out | C dropping off | D running down |
| 3 | A soon | B long | C well | D much |
| 4 | A according | B regarding | C depending | D relating |
| 5 | A maintain | B stay | C hold | D keep |
| 6 | A sharp | B keen | C bright | D deep |
| 7 | A consider | B recommend | C advise | D suggest |
| 8 | A suffering | B going | C having | D getting |

TIP STRIP

Question 3: This is a fixed phrase. Which of the options will make a phrase that describes a quantity?

Question 4: Which of these words is usually followed by the preposition 'on'?

Question 6: Which of these words usually describes sunshine?

Question 8: Which of these words can be used instead of 'becoming'?

For questions **17 – 24**, read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the gap **in the same line**. There is an example at the beginning **(0)**.

In the exam, you write your answers **IN CAPITAL LETTERS** on a separate answer sheet.

Example:

0	F	A	S	C	I	N	A	T	I	O	N						
---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--

The sky at night

For anyone with a **(0)** for the study of the night sky, Hawaii is one of the best places to get a clear view of the stars and planets. Because it is a **(17)** area, situated in the middle of a large expanse of ocean, Hawaii is much less affected by light **(18)** than most other parts of the world. If you are **(19)** enough to go to the top of the dormant volcano known as Mauna Kea, the view is even more **(20)** The volcano, which rises to a **(21)** of 4205 metres is one of the best places in the world to get **(22)** views of the night sky and therefore is the location for more than a dozen of the world's finest telescopes.

Of special significance is the WM Keck Observatory which has a pair of extremely large and **(23)** telescopes. In recent years these telescopes have been responsible for the **(24)** of many new planets beyond our solar system.

FASCINATE

MOUNTAIN

POLLUTE

FORTUNE

IMPRESS

HIGH

INTERRUPTED

POWER

DISCOVER

TIP STRIP

Question 17: Is a noun or an adjective needed here?

Question 21: What is the noun made from this adjective? Be careful of your spelling.

Question 22: This word needs a prefix. Both negative and positive prefixes exist, which do you need here?

Question 23: Will this word be positive or negative? How do you know?