

# Cambridge English TKT

Teaching Knowledge Test

Handbook for teachers

TKT Modules 1, 2 and 3



#### Preface

This handbook is intended for tutors and candidates and provides information to help prepare for TKT (Teaching Knowledge Test) Modules 1, 2 and 3.

For further information on any Cambridge English Teaching Qualifications and courses, please go to www.cambridgeenglish.org/teachingqualifications

For further copies of this handbook, please email marketingsupport@cambridgeenglish.org

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# About Cambridge English Language Assessment

*TKT (Teaching Knowledge Test)* is developed by Cambridge English Language Assessment, a not-for-profit department of the University of Cambridge.

We are one of three major exam boards which form the Cambridge Assessment Group (Cambridge Assessment). More than 8 million Cambridge Assessment exams are taken in over 170 countries around the world every year.



One of the oldest universities in the world and one of the largest in the United Kingdom

Departments of the University



CAMBRIDGE ASSESSMENT

Cambridge Assessment: the trading name for the University of Cambridge Local Examinations Syndicate (UCLES)

Departments (exam boards)



Cambridge English Language

Provider of the world's most valuable range of qualifications for learners and teachers of English



Excellence in education

Cambridge International Examinations

The world's largest provider of international education programmes and qualifications for 5 to 19 year olds



OCR: Oxford Cambridge and RSA Examinations

One of the UK's leading providers of qualifications

## The world's most valuable range of English qualifications

We develop and produce the most valuable range of qualifications for learners and teachers of English in the world. Over 5 million people in 130 countries take our exams every year.

We offer assessments across the full spectrum of language ability. We provide examinations for general communication and for professional and academic purposes. All of our English language exams are aligned to the principles and approach of the Common European Framework of Reference for Languages (CEFR).

To find out more about Cambridge English exams and the CEFR, go to www.cambridgeenglish.org/cefr

#### **Cambridge English Teaching Qualifications**

Our internationally recognised teaching qualifications provide a route into the English language teaching profession for new teachers and a comprehensive choice of career development for experienced teachers.

#### Supporting teachers

Cambridge English Teaching Qualifications such as *TKT* form an important part of our teacher development range. All of our teaching qualifications are mapped onto the Cambridge English Teaching Framework, which is designed to help teachers identify where they are in their career, plan where they want to get to and identify development activities to get there.

#### Proven quality

Our commitment to providing assessment of the highest possible quality is underpinned by an extensive programme of research and evaluation, and by continuous monitoring of the marking and grading of all Cambridge English exams. Of particular importance are the rigorous procedures which are used in the production and pretesting of question papers.

All our systems and processes for designing, developing and delivering exams and assessment services are certified as meeting the internationally recognised ISO 9001:2008 standard for quality management and are designed around five essential principles:

**Validity** – are our exams an authentic test of real-life English or teaching knowledge?

**Reliability** - do our exams behave consistently and fairly?

**Impact** – does our assessment have a positive effect on teaching and learning?

**Practicality** – does our assessment meet candidates' needs within available resources?

**Quality** - how we plan, deliver and check that we provide excellence in all of these fields.

How these qualities are brought together is outlined in our publication *Principles of Good Practice*, which can be downloaded free from www.cambridgeenglish.org/principles

### Cambridge English Teaching Qualifications - an overview

The following qualifications are available to teachers through Cambridge English Teaching Qualifications centres:

	Candidate r	equirements						
	Teaching experience	Entry qualifications	Teaching age group	Can be taken pre-service	Course participation required	Assessed teaching practice	Continuous assessment/ coursework	Paper-based test
TKT Modules 1, 2 and 3 Teaching Knowledge Test	Not essential	Not required	Primary, secondary or adults	0				0
TKT: CLIL (Content and Language Integrated Learning)	Not essential	Not required	Primary, secondary or adults	0				0
TKT: Young Learners	Not essential	Not required	Primary	0				0
CELTA Certificate in Teaching English to Speakers of Other Languages	Not required	Qualifications allowing access to higher education	Adults	0	Face-to-face or online/blended options	0	0	
ICELT In-service Certificate in English Language Teaching	Required	Local requirements for teachers apply	Primary, secondary or adults		0	0	0	
<b>Delta Module One</b> Diploma in Teaching English to Speakers of Other Languages	Recommended	Initial teaching qualification	Primary, secondary or adults					0
Delta Module Two	Required	Initial teaching qualification	Primary, secondary or adults		0	0	0	
Delta Module Three	Recommended	Initial teaching qualification	Primary, secondary or adults				Extended assignment	

The following courses and qualifications are available to teachers through institutions and educational authorities:

	Candidate r	equirements		Course/qualification features							
	Teaching experience	Entry qualifications	Teaching age group	Can be taken pre-service	Course participation required	Assessed teaching practice	Continuous assessment/ coursework	Online/blended learning course option			
<b>CELT-P</b> Certificate in English Language Teaching - Primary	Required	Local requirements for teachers apply	Primary		0	0	0	0			
CELT-S Certificate in English Language Teaching - Secondary	Required	Local requirements for teachers apply	Secondary		0	0	0	0			
Train the Trainer	Required	Teaching qualification	Adults		0						
Certificate in EMI Skills English as a Medium of Instruction	Required	Local requirements apply	Students in higher education contexts		0		0	0			
Language for Teaching - A2	N/A	A1 level English	Primary, secondary	0	0		0	0			
Language for Teaching - B1	N/A	A2 level English	Primary, secondary	0	0		0	0			
Language for Teaching - B2	N/A	B1 level English	Primary, secondary	0	0		0	0			

# Cambridge English Teaching Framework – at the heart of professional development

We developed the Cambridge English Teaching Framework:

- to help teachers identify where they are in their professional career
- · to help teachers and their employers think about where they want to go next and identify development activities to get there.

#### Foundation Developing • Has a basic understanding of some Has a reasonable understanding of many language-learning concepts. language-learning concepts. Learning and the • Demonstrates a little of this understanding • Demonstrates some of this understanding Learner when planning and teaching. when planning and teaching. • Has a basic understanding of some • Has a reasonable understanding of many key principles of teaching, learning and key principles of teaching, learning and assessment. assessment. • Can plan and deliver simple lessons with a • Can plan and deliver lessons with some awareness of learners' needs, using a basic awareness of learners' needs, using core teaching techniques. number of different teaching techniques. **Teaching, Learning** • Can use available tests and basic • Can design simple tests and use some and Assessment assessment procedures to support and assessment procedures to support and promote learning. promote learning. • Provides accurate examples of language • Provides accurate examples of language points taught at A1 and A2 levels. points taught at A1, A2 and B1 levels. • Uses basic classroom language which is • Uses classroom language which is mostly **Language Ability** mostly accurate. accurate. • Is aware of some key terms for describing Has reasonable knowledge of many key language. terms for describing language. Language Knowledge • Can answer simple learner questions with Can answer most learner questions with and Awareness the help of reference materials. the help of reference materials. • Can reflect on a lesson with guidance and Can reflect on a lesson without guidance learn from feedback. and respond positively to feedback. **Professional** • Requires guidance in self-assessing own • Can self-assess own needs and identify **Development** needs. some areas for improvement. and Values

#### Proficient

#### Expert

- Has a good understanding of many language-learning concepts.
- Frequently demonstrates this understanding when planning and teaching.
- Has a good understanding of key principles of teaching, learning and assessment.
- Can plan and deliver detailed lessons with good awareness of learners' needs, using a wide range of teaching techniques.
- Can design effective tests and use a range of assessment procedures to support and promote learning.

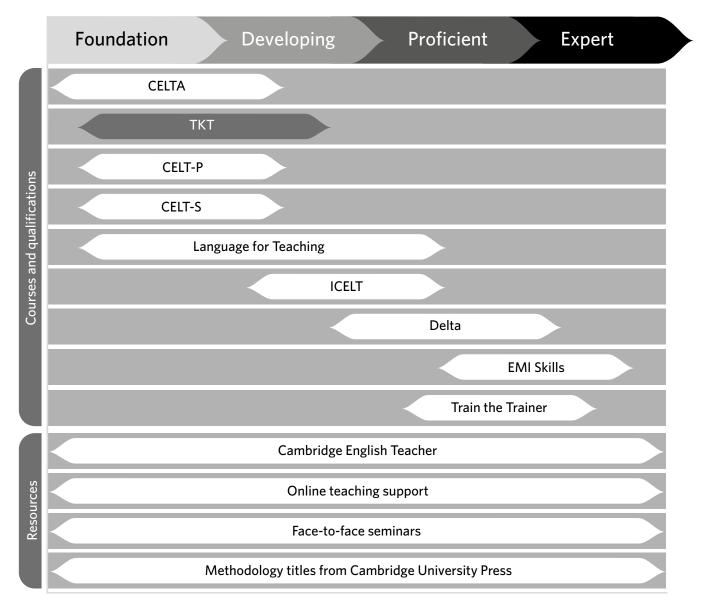
- Has a sophisticated understanding of language-learning concepts.
- Consistently demonstrates this understanding when planning and teaching.
- Has a sophisticated understanding of key principles of teaching, learning and assessment.
- Can plan and deliver detailed and sophisticated lessons with a thorough understanding of learners' needs, using a comprehensive range of teaching techniques.
- Can design a range of effective tests and use individualised assessment procedures consistently to support and promote learning.
- Provides accurate examples of language points taught at A1, A2, B1 and B2 levels.
- Uses classroom language which is consistently accurate throughout the lesson.
- Has good knowledge of key terms for describing language.
- Can answer most learner questions with minimal use of reference materials.
- Can reflect critically and actively seeks feedback.
- Can identify own strengths and weaknesses as a teacher, and can support other teachers.

- Provides accurate examples of language points taught at A1–C2 levels.
- Uses a wide range of classroom language which is consistently accurate throughout the lesson.
- Has sophisticated knowledge of key terms for describing language.
- Can answer most learner questions in detail with minimal use of reference materials.
- Consistently reflects critically, observes other colleagues and is highly committed to professional development.
- Is highly aware of own strengths and weaknesses, and actively supports the development of other teachers.

See the full version of the framework for detailed competency statements: www.cambridgeenglish.org/teaching-framework

#### Continuing development opportunities at every level

Our teaching qualifications and range of teacher support are mapped onto the framework, so teachers and educational institutions can find the combination of development activities that suits them best.



See page 44 for more information about Cambridge English teaching courses and qualifications.

#### Introduction to TKT

*TKT* tests knowledge about English language teaching. The tests are designed to encourage teachers in their professional development and provide a step in their progression on the Cambridge English Teaching Framework. Candidates can also use *TKT* to access further training and enhance career opportunities.

#### TKT - an overview

*TKT* is divided into separate modules. Candidates can take them all, or choose the modules that meet their needs. A certificate is received for each module completed.

The **core modules** are designed to provide a foundation in the principles and practice of English language teaching:

- TKT: Module 1 Language and background to language learning and teaching
- TKT: Module 2 Lesson planning and use of resources for language teaching
- TKT: Module 3 Managing the teaching and learning process.

Teaching knowledge is assessed by means of objective-format tests, which are simple to administer and to take.

There are further **specialist modules**, which can be taken separately or added to the core modules:

- TKT: Content and Language Integrated Learning (CLIL)
- TKT: Young Learners.

Please note: TKT: KAL (Knowledge about Language), TKT: Practical and computer-based TKT Modules 1, 2 and 3 are no longer available after December 2016.

#### The aims of the modular format

The format is designed to be accessible and offer candidates maximum flexibility and therefore does not include a compulsory course component. However, it is likely that centres and other institutions will wish to offer courses for *TKT* preparation.

#### TKT Modules 1-3: an overview

#### Who are TKT Modules 1-3 suitable for?

*TKT* Modules 1, 2 and 3 test knowledge of concepts related to language, language use and the background to and practice of language teaching and learning.

*TKT* is suitable for teachers of English in primary, secondary or adult teaching contexts.

TKT Modules 1, 2 and 3 may be taken by:

- pre-service teachers
- teachers who wish to refresh and extend their teaching knowledge
- teachers who are moving to teaching English after teaching another subject.

#### Entry criteria and language requirements

Candidates are not required to fulfil any specific entry criteria for *TKT* Modules 1, 2 and 3 and there are no formal English language requirements; however, candidates are expected to be familiar with language relating to the practice of English language teaching. A non-exhaustive list of teaching terminology and definitions is provided in the *TKT* Glossary, which can be downloaded from: www.cambridgeenglish.org/tkt

#### What can successful candidates do with TKT?

*TKT* increases teachers' confidence and enables them to progress to other Cambridge English Teaching Qualifications.

*TKT* is recognised as an English language teaching qualification by many organisations and institutions around the world.

#### Test structure

Each *TKT* module consists of a timed pencil-and-paper test featuring 80 multiple-choice questions.

TKT Modules 1, 2 and 3 test candidates' knowledge of concepts related to language teaching and learning, rather than their proficiency in the English language, or their performance in classroom situations

#### Approaches to teaching and learning

A range of approaches to teaching and learning may be covered in the test material. Materials are carefully selected so that they are fair to candidates from all backgrounds and teaching contexts. Knowledge of communicative and other approaches to teaching is expected, as is familiarity with the common terminology of English language teaching (a non-exhaustive list of teaching terminology and definitions is provided in the *TKT* Glossary).

#### Sources and text types used in TKT Modules 1-3

Extracts, original or adapted, from the following sources may feature in *TKT* Modules 1, 2 and 3:

- English language teaching coursebooks or supplementary materials
- handbooks on English language teaching and learning
- English language teaching journals and magazines
- testing materials
- grammar books and dictionaries, including phonemic transcription (IPA – International Phonetic Alphabet)
- diagrams or other visuals
- transcriptions of classroom talk
- · descriptions of classroom situations
- · examples of learners' writing.

# Support for candidates and course providers

Support and general information for *TKT*, including a downloadable version of this handbook, can be found at www.cambridgeenglish.org/tkt

#### Preparing to take TKT Modules 1-3

It is not necessary to complete a course to enter for *TKT* Modules 1, 2 and 3. Candidates can prepare for their exam independently, or can if they prefer, follow a course provided by an exam or teaching qualification centre.

Official Cambridge English preparation materials for *TKT* Modules 1, 2 and 3, including books and an online course, have been jointly developed by Cambridge English and Cambridge University Press and can be found at www.cambridge.org/cambridgeenglish

#### Materials for course providers

For course providers, teacher training session plans and other trainer resources can be found at www.cambridgeenglish.org/resources-for-teachers

We also run free seminars and webinars for teachers, with replays available on Cambridge English TV:

Webinars for teachers:

www.cambridgeenglish.org/webinars

Seminars and events:

www.cambridgeenglish.org/events

Cambridge English TV:

www.youtube.com/cambridgeenglishtv

#### **Pretesting**

Pretesting of *TKT* test material provides us with valuable information about candidates' performance on particular tasks. Pretesting is also useful for centres or institutions, as it gives candidates the opportunity to familiarise themselves with *TKT* task types under test conditions and to receive feedback on areas of strength and weakness.

If your centre or institution would like to be involved in *TKT* pretesting, find out more at **www.cambridgeenglish.org/about-pretesting** 



Candidates get a free 1-year membership of Cambridge English Teacher with *TKT: Module 1*.

Cambridge English Teacher is the online professional membership that provides continuing professional development for teachers. It includes online courses, access to experts and other professionals, and the opportunity to share best practice and network with other teachers. Cambridge English Teacher is provided in partnership with Cambridge University Press. Join as a teacher, or find out about Institutional Membership at www.cambridgeenglishteacher.org

#### **Further information**

Contact your local authorised exam centre or teaching qualification centre, or our helpdesk at www.cambridgeenglish.org/helpdesk for:

- · details of entry procedure
- current fees
- details of exam sessions
- more information about TKT and other Cambridge English Teaching Qualifications and exams.

#### TKT Modules 1-3 administration

#### Entry procedure

Candidates must enter through an authorised Cambridge English examination or teaching qualification centre. For a list of centres, go to www.cambridgeenglish.org/teachingcentresearch

*TKT* tests are available throughout the year and examination centres select their own test dates. Entries must be made at least six weeks in advance of a test date.

Please note that more notice may be necessary if candidates have special requirements and therefore need special arrangements (see opposite).

For copies of the Regulations and more details on entry procedure, current fees and further information about this and our other examinations, contact your local examination centre.

#### Results

Candidates receive a certificate for each module taken. Candidate performance is reported using four bands.

A full set of band descriptors for each module can be found on page 43.

#### Notification of results

*TKT* results are issued to centres approximately two weeks after we receive the answer sheets in Cambridge.

Please note that despatch of candidates' results will be delayed if they need special consideration or if malpractice is suspected (see opposite).

Enquiries on results must be made through the candidate's centre.

#### Appeals procedure

We provide a service to enable centres to appeal, on behalf of candidates, against assessment decisions that affect grades awarded to candidates, e.g. decisions relating to results and decisions relating to irregular conduct.

Candidates should first contact their centre for advice. For more information about the appeals procedure, go to www.cambridgeenglish.org/help/enquiries-and-appeals

#### Special Circumstances

Cambridge English exams are designed to be fair to all test takers. This commitment to fairness covers:

#### Special arrangements

These are available for candidates with a permanent or long-term disability. Consult your Centre Exams Manager for more details.

#### · Special consideration

We will give special consideration to candidates affected by adverse circumstances such as illness or bereavement immediately before or during an exam. Applications for special consideration must be made through the centre no later than 10 working days after the exam date.

#### Malpractice

We will investigate all cases where candidates are suspected of copying, collusion or breaking the exam regulations in some other way. Results may be withheld while they are being investigated, or because we have found an infringement of regulations. Centres are notified if a candidate's results have been investigated.

For more information about special circumstances go to www.cambridgeenglish.org/help

# Module 1

#### Language and background to language learning and teaching

Overview	
TIMING	1 hour 20 minutes
NO. OF QUESTIONS	80
TASK TYPES	Objective tasks, such as matching and multiple choice.
ANSWER FORMAT	Candidates indicate their answers by shading the correct boxes on their answer sheets.
	Candidates should use a pencil.
MARKS	Each question carries one mark.

#### Syllabus

This module tests candidates' knowledge of terms and concepts common in English language teaching. It also focuses on the factors underpinning the learning of English and knowledge of the range and functions of the pedagogic choices the teacher has at their disposal to cater for these learning factors.

Title	Areas of teaching knowledge	Task types and format
Describing language and language skills	Concepts and terminology for describing language: grammar, lexis, phonology and functions Concepts and terminology for describing language skills and subskills, e.g. reading for gist, scanning	6 tasks consisting of 40 questions Tasks include matching and multiple choice.
Background to language learning	Factors in the language learning process, e.g.  • motivation  • exposure to language and focus on form  • the role of error  • differences between L1 and L2 learning  • learner characteristics, e.g.  - learning styles  - learning strategies  - maturity  - past language learning experience  • learner needs	3 tasks consisting of 15 questions Tasks include matching and multiple choice.
Background to language teaching	The range of methods, tasks and activities available to the language teacher, e.g.  • presentation techniques and introductory activities  • practice activities and tasks for language and skills development  • assessment types and tasks  • appropriate terminology to describe the above	4 tasks consisting of 25 questions Tasks include matching and multiple choice.

#### Describing language and language skills

This part of Module 1 tests candidates' knowledge of the terms and concepts common in English language teaching that are used to describe language and its use, and language skills.

Candidates need to demonstrate an understanding of concepts and terminology related to:

Syllabus area	Example testing focus
grammar	• parts of speech
	• the forms and use of grammatical structures
lexis	• types of meaning
	• word formation, e.g. prefixes, suffixes, compounds
	<ul> <li>word groupings, e.g. synonyms, antonyms, lexical sets, homophones, collocation</li> </ul>
	• register
phonology	• symbols from the International Phonetic Alphabet (IPA)
	<ul> <li>phonemes, word stress, sentence stress, intonation and connected speech</li> </ul>
functions	• context
	<ul> <li>levels of formality</li> </ul>
	<ul> <li>appropriacy</li> </ul>
	a range of functions and their typical exponents
language skills	• reading, listening, speaking, writing and their subskills
	• features of spoken and written texts, e.g. layout, organisation, accuracy, fluency, authenticity

#### Background to language learning

This part of Module 1 tests candidates' knowledge of factors underpinning the learning of English by speakers of other languages. It focuses on those learner characteristics which distinguish one learner or group of learners from another in terms of their learning and those which affect both what and how a teacher chooses to teach a class or an individual learner. It also tests candidates' knowledge of aspects of the language learning process and their impact on teaching.

Candidates need to demonstrate an understanding of concepts and terminology related to the following and their implications for the L2 classroom:

Syllabus area	Example testing focus
motivation	<ul><li>influences on motivation</li><li>the importance of motivation</li><li>measures that can increase motivation</li></ul>
exposure to language and focus on form	<ul> <li>acquisition</li> <li>silent period</li> <li>L2 learners' need for interaction and focus on form as complements of exposure</li> </ul>
the role of error	<ul><li>errors and slips</li><li>interference and developmental errors</li><li>interlanguage</li></ul>
the differences between L1 and L2 learning	<ul><li> differences in age</li><li> differences in the context of learning</li><li> differences in ways of learning</li></ul>
learner characteristics	<ul> <li>common learning styles and preferences</li> <li>common learning strategies</li> <li>maturity</li> <li>past language learning experiences</li> <li>how learner characteristics affect learning</li> </ul>
learner needs	the personal, learning and (future) professional needs of learners

#### Background to language teaching

This part of Module 1 tests candidates' knowledge of the pedagogic choices the teacher has at his/her disposal to cater for learner characteristics, learning processes and the differences between L1 and L2 learning. This part also tests knowledge of concepts and terms related to teaching and learning procedures and activities, including assessment.

Candidates need to demonstrate an understanding of methods, tasks, activities and terminology related to:

Syllabus area	Example testing focus
presentation techniques and introductory activities	• introductory activities such as warmers and lead-ins
,	common ways of presenting language
types of activities and tasks for language and skills development	the design and purpose of a range of common comprehension and production tasks and activities
	• teaching terms, e.g. prompting, eliciting, drilling
	<ul> <li>frameworks for activities and tasks</li> <li>Presentation, Practice and Production (PPP)</li> <li>Task-based Learning (TBL)</li> <li>Total Physical Response (TPR)</li> <li>the Lexical Approach</li> <li>Grammar-Translation</li> <li>test-teach-test</li> <li>guided discovery</li> </ul>
assessment types and tasks	purposes for assessment, e.g. diagnostic, placement, achievement, formative, progress, proficiency
	<ul> <li>methods of assessment, e.g. self, peer, portfolio, informal and formal</li> </ul>
	the design and purpose of a range of assessment tasks and activities

Quite a few people in the class said they never brush their teeth in the evening.  Which of the three words is NOT an adverb?  A Quite B few C never	<ul> <li>Kip had always wanted to become a nurse. However, when he did a training course, he realised that he wasn't enjoying it enough.</li> <li>Which of the three verbs is NOT an auxiliary?</li> <li>A had</li> <li>B did</li> <li>C wasn't</li> </ul>					
For questions 1 – 7, look at the sentences. Read the questions about the grammar in the sentences and the three possible answers listed A, B and C.  Choose the correct answer.  Mark the correct letter (A, B or C) on your answer sheet.	The two artists seem to understand what you have painted, but I'm not sure I know.  Which of the three verbs is NOT a main verb?  A seem B have C know	1 told you that I'd never seen him before.  Which of the three pronouns is NOT an object pronoun?  A   B you C him	14: a very difficult question. I'm not sure if I've done it right.  Which of the three words is NOT an adjective?  A difficult B sure C right	We visited a ruined castle which had been built in the eighth century.  Which of the three words is NOT a past participle form?  A visited  B ruined  C built	1 told Mark that it would be a bad idea to send the email, but he decided to ignore my advice.  Which of the three nouns is NOT an abstract noun?  A idea B email C advice	

with their uses listed <b>A – G</b> .  For questions <b>14 – 19</b> , choose the best option ( <b>A, B</b> or <b>C</b> ) to complete each statement about lexis.  Mark the correct letter ( <b>A, B</b> or <b>C</b> ) on your answer sheet.	See and sea; tale and tait, where and wear are examples of	A false friends. B connected speech. C homophones.	ty  Rock hard; soft boiled; melting point are examples of	A compounds. B antonyms. C idioms.	16 Jeans, T-shirt, coat, and athlete, jog, long jump are examples of	B collocations. C lexical sets.	17 Look up; look out; look over are examples of		b pritasal verbs. C verb patterns.	The different meanings of the noun bank are examples of	A homonyms. B affixation.		Rare and hair, meat and street, money and sunny are examples of	A rhymes. B key words. C contrastive stress.	
For questions <b>8</b> – <b>13</b> , match the underlined examples of 'could' with their uses listed <b>A</b> – <b>G</b> . Mark the correct letter ( <b>A</b> – <b>G</b> ) on your answer sheet. There is one extra option which you do not need to use.		Uses of 'could'	A to express future possibility B to complain			G to express future ability	Examples	That <u>could</u> be Judith on the phone.	l <u>could</u> hear a funny noise coming from somewhere in the engine.	It <u>could</u> snow! Look at the sky!	Thanks a lot. You could leave now, if you're in a hurry.	You <u>could</u> try asking me before you use my comb, you know.	The doctor is free. He could see you now if you like.		

For questions 27 – 33, match the underlined groups of words with the functions listed A, B and C. Mark the correct letter (A, B or C) on your answer sheet.  You will need to use some of the options more than once.	Functions  A to express a condition B to give a reason C to show a result C to show a result I don't think I'll buy a new car <u>unless I get a pay rise.</u> 1 don't think I'll buy a new car <u>unless I get a pay rise.</u> 29 It was such an enjoyable party <u>that I stayed longer than I'd planned.</u> 30 I'm lighting candles <u>since the electricity's gone off.</u> 31 Wanting to avoid the <u>nush hour</u> , I set off very early. 32 Provided you pay me back next week, I'll lend you the money. 33 It was so cold <u>Lout another jumper on.</u>
For questions 20 – 26, look at the questions about phonology and the three possible examples listed A, B and C. Choose the example which matches the term. Mark the correct letter (A, B or C) on your answer sheet.	Which of the following contains a contraction?  A USA B cant C bye How many phonemes does place have? A two B three C four C four B three C four B three C four B three C four C houlds C houlds C houlds C houlds C ontent words are never stressed. C Content words are never stressed. C Content words are never stressed. C Content words are usually stressed. C Content words are never stressed. C A meal/ B Structural words are never stressed. C Content words are never stressed. C A meal/ C /mox./ C

For questions 34 – 40, match what readers do with the ways of reading listed A – H.

Mark the correct letter (A - H) on your answer sheet.

There is one extra option which you do not need to use.

# Ways of reading

predicting	scanning
4	В

inferring attitude

ပ

- D deducing meaning from context
- E intensive reading
- F identifying text organ
- identifying text organisation

reading for main ideas

O

H skimming

# What readers do

They quickly search the text to find particular information.

34

35

36

37

They decide how writers feel from the way that they write.

They use parts of the text to help them understand unfamiliar lexis.

They look at a text quickly to get a general understanding.

They look at how the information is structured, by noticing headings or introductory phrases.

38

They focus on how language is used in a piece of text.

39

40

They use titles and pictures to give themselves ideas about what the text is about.

For questions 41 - 45, match the things the teacher does with the ways in which the students are motivated listed A - F.

Mark the correct letter (A - F) on your answer sheet.

There is one extra option which you do not need to use.

# Ways students are motivated

This makes students feel that the course is well organised.

A B

Students feel more comfortable when talking about what they know best - themselves!

Students like to hear they have done well.

o o

Using their imagination can help students to get more involved in their fluency work.

Students often like 'being the teacher' and explaining things to other students

I find this allows me to keep students' attention by quickly changing the pace of the lesson.

ш

ш

# Things the teacher does

4

42

43

I sometimes get my students to choose a general interest topic to research and give minipresentations on.

I have some favourite 'five-minute' fun activities ready for whenever I need them.

I connect some of the texts and speaking topics in the coursebook to my students and their lives.

1 tell my students each week what they're going to study

I use drama and role-play in the classroom

45

For questions <b>51 – 55</b> , match the learners' preferences with the learning styles listed <b>A</b> , <b>B</b> and <b>C</b> .  Mark the correct letter ( <b>A</b> , <b>B</b> or <b>C</b> ) on your answer sheet.  You will need to use some of the options more than once.	Learners' preferences  Learners' preferences  Like it when the teacher gives me a card with a word or phrase on and I have to act it out for the rest of the class to guess the word.  52 Lenjoy putting new vocabulary into a table or diagram. It helps me to remember words.  If we find a new word while we're reading, the teacher often writes it on the board. But I always ask her to say it too and I repeat it a couple of times.  Sometimes we cover our eyes and the teacher asks us to pick an object out of a bag. Then we have to try to describe it. It's a really good way of tearning.  1 collect magazines and cut out the photos I like. They're very useful for getting ideas for telling stories.	
For questions <b>46 – 50</b> , look at the examples of what learners do and the three possible learning strategies listed <b>A, B</b> and <b>C</b> .  Choose the strategy which matches the example.  Mark the correct letter ( <b>A, B</b> or <b>C</b> ) on your answer sheet.	46 Ifocus on the language I use to make sure it is correct.  A memorising B revising C self-monitoring C self-monitoring C self-monitoring E using impussic clues C translating E using impussic clues C translating E using impussic clues C translating E using impussic clues C predicting content from the situation I keep small cards with new expressions on them and test myself on them when i'm travelling to work. A developing routines for revision B experimenting with language C accepting correction B experimenting with language C accepting correction B developing routines for practice C consulting reference materials C consulting reference materials	

For questions 62 - 67, match the sequence of classroom activities from a lesson on offers and requests with the presentation techniques listed A - G. For questions  ${\bf 56-61}$ , match the learners' preferences with the teaching approaches that would suit them listed  ${\bf A,B}$  and  ${\bf C.}$ 

Mark the correct letter (A, B or C) on your answer sheet

You will need to use some of the options more than once

# **Feaching approaches**

Test-teach-test

Presentation, Practice and Production

B 4

Task-based Learning

# Learners' preferences

26

22

28

29

9

real beginners who prefer a structural approach and like to have a clear focus on new

those learners who just want to communicate, using all the language they know to convey

learners who like to study grammar and lexical patterns and check what they already know

learners at a higher level who enjoy doing exercises on language but have already studied the structures

learners who enjoy doing extended pieces of work such as project work

learners who are not confident about experimenting with language or those who have little exposure to English 61

Presentation techniques

There is one extra option which you do not need to use. Mark the correct letter (A - G) on your answer sheet.

getting students to use grammar in a controlled way

highlighting the language focus and aim of the lesson

В O

getting students to focus on the target language through the context of a listening activity

raising students' awareness of differences in register

۵ ш

getting students to focus on pronunciation of the target language

setting up the situation ш encouraging students to analyse structural patterns

O

# Sequence of classroom activities

The teacher wrote the topic of the day's lesson on the board: 'Making requests'

62

The teacher asked some students to tell the class about important requests they had made 63

The students did an exercise completing gaps in sentences with the correct forms of requesting verbs. 64

The teacher elicited whether words and phrases like can, could and would you mind were followed by the base form or verb+ -ing in the sentences. 65

99

The teacher asked students to tell her which forms would be used in particular contexts, e.g. speaking to your friend; speaking to your teacher; etc.

The teacher drilled the sentences chorally, paying attention to connected speech

67

For questions 75-80, complete the sentences about test types by choosing the appropriate option listed A, B and C. how well learners have learned what has been taught in class. learners' ability to recognise their own language mistakes. learners' ability to summarise the main points in a text. whether students are ready to start learning a language. if learners are at the right level to sit a public exam. put learners in a suitable class. rank learners in order of achievement from first to last. assess whether learners are ready to enter university. the language of daily conversation.
the language which students have been taught.
the level of language that learners have reached. learners' strong and weak points in language. Mark the correct letter (A, B or C) on your answer sheet. the beginning of a course. the end of a course. the beginning and end of a course. A diagnostic test is used to assess A proficiency test always assesses An achievement test assesses A summative test is used at A placement test is used to A cloze test assesses listening skills. speaking skills. reading skills. O B A C B A C B A C B A CBA CBA 28 75 9/ 11 79 80 We had to imagine that we were going to be on an island and decide in groups what ten things to take with us from a list of items. My partner gave me the infinitives of different irregular verbs and I had to spell the past participle. I got a point for every one I got right. We worked in threes and were each given part of a story. We had to read the text and then tell each other the information we knew to complete the whole story. We interviewed people in the street about what improvements they would like to see to the town's sports facilities. When we were reading out the play, the teacher asked us to put more feeling into what we The teacher made shapes with her mouth but didn't speak and we had to shout out what We did a transformation drill. The teacher said a sentence and we had to make it into a For questions 68 - 74, match the classroom activities with the types of speaking practice listed focus on pronunciation Types of speaking practice accuracy practice You will need to use some of the options more than once fluency practice Mark the correct letter (A, B or C) on your answer sheet. question as fast as we could with no mistakes. word she was saying each time. 4 B ပ Classroom activities were saying.

69

89

2

7

72

73

74

# Module 2

#### Lesson planning and use of resources for language teaching

TIMING	1 hour 20 minutes
NO. OF QUESTIONS	80
TASK TYPES	Objective tasks, such as matching and multiple choice.
ANSWER FORMAT	Candidates indicate their answers by shading the correct boxes on their answer sheets.
	Candidates should use a pencil.
MARKS	Each guestion carries one mark.

#### Syllabus

This module focuses on what teachers consider and do while planning their teaching of a lesson or series of lessons. Teaching in this context is intended also to refer to assessment. It focuses too on the linguistic and methodological reference resources that are available to guide teachers in their lesson planning as well as on the range and function of materials and teaching aids that teachers could consider making use of in their lessons. Knowledge of any particular book is not required.

Title	Areas of teaching knowledge	Task types and format
Planning and preparing a lesson or sequence of lessons	Lesson planning     identifying and selecting aims appropriate to learners, the stage of learning and lesson types     identifying the different components of a lesson plan     planning an individual lesson (or a sequence of lessons) by choosing and sequencing activities appropriate to learners and aims     choosing assessment activities appropriate to	6 tasks consisting of 40 questions Tasks include matching and multiple choice.
	learners, aims and stages of learning	
Selection and use of resources	Consulting reference resources to help in lesson preparation Selection and use of:  • coursebook materials	6 tasks consisting of 40 questions Tasks include matching and multiple choice.
	<ul> <li>supplementary materials and activities</li> <li>teaching aids appropriate to learners</li> </ul>	
	and aims	

## Planning and preparing a lesson or sequence of lessons

This part of Module 2 tests candidates' knowledge of the relationship between activities and aims. It also tests knowledge of ways of sequencing activities within and across lessons in a manner appropriate to particular groups of learners, and of selecting appropriate assessment activities to build into (a series of) lessons.

Candidates need to demonstrate an understanding of concepts and terminology related to:

Syllabus area	Example testing focus
identifying and selecting lesson aims	<ul><li>main, subsidiary and personal aims</li><li>specification of aims</li><li>factors influencing the choice of aims</li></ul>
identifying the different components of a lesson plan	the standard components of a lesson plan: aims, procedures, stages, timing, aids, anticipated problems, assumptions, interaction patterns, timetable fit
planning an individual lesson or sequence of lessons	common sequences, e.g. structures, skills, topic, project
choosing assessment activities	informal or formal assessment and related tasks and activities

#### Selection and use of resources

This part of Module 2 tests candidates' knowledge of how to make use of resources, materials and aids in their lesson planning.

Candidates need to demonstrate an understanding of concepts and terminology related to the following and their implications for the L2 classroom:

Syllabus area	Example testing focus
using reference resources for lesson preparation	the range of resources available and teachers' reasons for consulting them
the selection and use of teaching aids	• types of aids and their teaching functions
the selection and use of coursebook materials	<ul><li> criteria for selection</li><li> ways of adapting materials</li></ul>
the selection and use of supplementary materials and activities	<ul><li> types of supplementary materials and activities</li><li> reasons for use</li><li> how to select and adapt</li></ul>

Transfook rubries  Taxtbook rubries  Taxtbook rubries  To be the vords and phrases to produce a paragraph about yourself.  Use the vords and phrases to produce a paragraph about yourself.  A Use the variation from the recording to decide if the statements are true or false.  Share your opinions on the topic with other students.  A to be the variation from the recording to decide if the statements are true or false.  Share your opinions on the topic with other students.  A to be the variation from the recording to decide if the statements are true or false.  Share your opinions on the topic with other students.  A cutvity aims  A to be the variation of recently laught language  B to personale excertly aught vocabulary through a writing activity.  C to give students practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in reading for specific information  C to provide practice in the specific information i	5 For questions 1 – 6, match the textbook rubrics with the activity aims listed A – G. Mark the correct letter (A – G) on your answer sheet.	5  For questions 7 – 12, match the classroom activities with their main teaching aims listed // Mark the correct letter (A, B or C) on your answer sheet.
Use the words and phrases to produce a paragraph about yourself.  Use the train timetable to find the best train for each family to catch.  Complete the gaps in the newspaper article using the correct verb forms.  Use the information from the recording to decide if the statements are true or false.  Share your opinions on the topic with other students.  Choose the best headline for the article.  Choose the best headline for the article.  Activity aims  to provide controlled written grammar practice of recently laught language to personalise recently laught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in oral fluency.  to provide practice in reading for general understanding to provide practice in process writing	There is one extra option which you do not need to use.	Learners make a recording of a radio programme they have written.
Use the train timetable to find the best train for each family to catch.  Complete the gaps in the newspaper article using the correct verb forms.  Use the information from the recording to decide if the statements are true or false.  Use the information from the recording to decide if the statements are true or false.  Share your opinions on the topic with other students.  Choose the best headline for the article.  Choose the best headline for the article.  Activity aims  to provide controlled written grammar practice of recently taught language to personalise recently taught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing  to provide practice in process writing		
Complete the gaps in the newspaper article using the correct verb forms.  Use the information from the recording to decide if the statements are true or false.  Share your opinions on the topic with other students.  Choose the best headline for the article.  Activity aims  to provide controlled written grammar practice of recently taught language to personalise recently taught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in oral fluency to provide practice in reading for specific information  to provide practice in reading for general understanding to provide practice in process writing	Use the train timetable to find the best train	
Share your opinions on the topic with other students.  Choose the best headline for the article.  Activity aims  to provide controlled written grammar practice of recently taught language to personalise recently taught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in reading for specific information to provide practice in reading for specific information to provide practice in process writing to provide practice in process writing		
Activity aims  Activity aims  to provide controlled written grammar practice of recently taught language to provide controlled written grammar practice of recently taught language to presonalise recently taught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in oral fluency to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing		9 In groups, learners do a quiz about elephants before reading a story about them
to provide controlled written grammar practice of recently taught language to provide controlled written grammar practice of recently taught wocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in oral fluency to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing		
to provide controlled written grammar practice of recently taught language to personalise recently taught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in oral fluency to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing	Activity aims	
to personalise recently taught vocabulary through a writing activity to give students practice in identifying details in a listening text to give students practice in oral fluency to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing		A to vary the interaction pattern
to give students practice in identifying details in a listening text to give students practice in oral fluency to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing		
to give students practice in oral fluency to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing		[
to provide practice in reading for specific information to provide practice in reading for general understanding to provide practice in process writing		A group of actors comes to the school to perform a short play in English for the
to provide practice in reading for general understanding to provide practice in process writing		
to provide practice in process writing		
A to clarify meaning B to develop gist listening skills		
		A to clarify meaning B to develop gist listening skills C to focus on accuracy

|--|

#### to help students understand and produce the spoken form of regular past tenses to help students write questions for a survey about favourite holiday activities For questions 13 – 19, match the lesson aims with the target language listed A – H. to help students understand and use the third conditional weak forms in connected speech for would / have / had to help students write a set of instructions for a process joining phrases, such as first of all, next and at the end to help students hold a discussion on a current topic There is one extra option which you do not need to use. to help students talk about family relationships Mark the correct letter (A - H) on your answer sheet. expressions for agreeing and disagreeing the comparative form of adjectives to help students make contrasts verb endings /t/,/d/, /td/ possessive adjectives Target language verb + gerund Lesson aims question tags 4 16 19 13 15 17 18 ٧ 8 O ۵ ш ш O

	For questions $28 - 33$ , read the stages of the lesson plan about the advantages and disadvantages of school and work and fill in the missing stages from the options listed $A - F$ . Mark the correct letter ( $A - F$ ) on your answer sheet.		questions and check their answers	na and the title of an article about her	ina, and the title of an alticle about her, her.	propriate language forms.	and tick (V) the ones they acree with	מוכן הכיל ( ) חום פונס חופל מקופם אונו:	inswers given to the	t out the interview.				
y .	For questions 28 – 33, read the stages of the lesson plan about the advan school and work and fill in the missing stages from the options listed A – F Mark the correct letter (A – F) on your answer sheet.	Missing stages	Students read the article, answer comprehension questions and in pairs.	Students look at a nicture of a schooloid called Anna and the title of an article about her	occupies fook at a picture of a scribolgiff called Affilia, and then read some questions a journalist asked her.	Students complete a gapped paragraph, using appropriate language forms.	Students read some oninions of records who work and tick (7) the ones they acree with		Students read the article quickly, underlining the answers given t journalist's questions.	Students use the information from the article to act out the interv				

students to write short dialogues between shop assistants and customers. students to complete the shop assistant's part of a dialogue in a shop. students to do a role-play between a shop assistant and customer, changing roles after students to write sentences about a man who has become famous, contrasting his old To assess whether students can use functional exponents for buying something in a shop, would  $\overline{\text{NOT}}$  be appropriate for students to discuss the positive and negative experiences they had at primary school. students to mingle to find out who has the most experience of travelling to other To assess whether students can use the present perfect, it would NOT be appropriate for students to write about what they did as a child, responding to prompts, e.g. clothes, To assess whether students know when to use used to for past habits, it would NOT be students to write questions for a job interview to find out about an applicant's work students to tell a story about something funny which happened to them as a child. and new life. appropriate for countries. 4 В A B O B A ပ 38 39 40 To assess whether students have understood how to use narrative tenses, it would NOT be students to compare their own country with another, using at least five comparatives. students to correct the mistakes in the use of comparatives in a short report. students to talk about food from different countries and say how it is similar or different. students to underline examples of articles in a text and then select the rule which best To assess whether students can use punctuation to communicate clearly, it would NOT be To assess whether students have understood some basic information about article use, it students to circle examples of articles in a text and categorise them according to their students to read a text containing examples of different uses of articles and translate the text into their L1. students to tell each other a story about a time when they were very surprised. students to complete a story in which some of the verbs have been taken out. students to read a story and select three pictures which best match what happened. To assess whether students can use comparative structures in spoken English, it would  $\overline{\text{NOI}}$  be appropriate for students to punctuate a short letter which has been written without any punctuation students to label different features of punctuation, e.g. comma, full stop, in a letter. students to write a letter to a friend, telling him/her about their latest news. For questions 34-40, look at a teacher's assessment aims and the three possible methods of assessment for each listed  $A,\,B$  and  $C.\,$ Two of the methods of assessment are appropriate for each aim. One of the methods is NOT Mark the method (A, B or C) which is NOT appropriate on your answer sheet explains the use in each case. would NOT be appropriate for appropriate for appropriate for CBA 34 35 36 37

For questions 48 - 54, choose which unit in a pronunciation resource book listed A - H, a teacher Students find it hard to say the underlined parts of words like: spoon; exercise; mistake. Students sometimes mispronounce words which have the same spelling but a different Students pronounce each word separately, so their speech doesn't sound smooth Students don't pronounce the phonemes Ig/Igg/IZI, IvI. They replace them with corresponding phonemes If/IgI/IgI, IgI, IgIStudents can't hear the difference between bin and been; bad and bed Students' speech in conversations sounds flat and uninterested meaning, such as to record / a record; to present / a present. could use to help her students with their pronunciation problems. Students can't hear individual words when people talk There is one extra option which you do not need to use Distinguishing parts of speech through stress 7 Mark the correct letter (A - H) on your answer sheet. Units in a pronunciation resource book Practising groups of consonant sounds Students' pronunciation problems Understanding connected speech Expressing attitude through voice Producing voiced consonants Practising linking 52 84 49 20 5 53 54 8 ပ ۵ ш ш G For questions 41 - 47, look at the types of information and extracts from two different dictionaries. Adapted from: Oxford Collocations Dictionary for Students of English. OUP, 2002 If the type of information is NOT given in either extract A or B, choose C (neither). to succeed in finishing something or reaching an aim VERB + ACHIEVE **aim to** *We aim* to achieve an increase in sales. ADJ + ACHIEVE **be easy to, be impossible to** individual words which have a similar meaning to the headword Adapted from: Collins Paperback Thesaurus. Collins, 2008 words which have the opposite meaning to the headword Decide which extract (A or B) contains each type of information example of the position of the headword in a sentence error noun
1 = mistake, inaccuracy, fault, miscalculation
2 = wrongdoing, fault, offence, sin You will need to use some of the options more than once. Mark the correct letter (A, B or C) on your answer sheet. Not given in either Extract A or Extract B more than one meaning of the headword Types of information Dictionary extracts achieve verb common phrases use in context Extract B Extract A register ۷ O 8 43 4 42 4 45 46 47

Familiarise students with some internet sites that can help them learn rules about language. The book has lots of fun speaking activities, but it doesn't introduce much new grammar Suggest that students keep a record on cards or in a notebook and review this regularly. For questions  $\bf 61 - \bf 67$ , match the learners' problems with their coursebook with the strategies a teacher can use to deal with these problems listed  $\bf A - \bf H$ . Use supplementary materials to extend the coursebook topic and provide a variety of approaches to texts and language. I like the reading texts, but there's so much language that I don't understand in them. Fell students about internet sites where they can hear ungraded, authentic language There's lots of new and useful vocabulary in the book, but it's difficult to remember. Train students to work with key words and to deduce meaning from context. Get students to brainstorm ideas in pairs or as a group before they start. Use repetition drills for practice in listening to and producing structures I never know what to write about so I don't do the writing tasks well I can't understand how to do the exercises in the progress tests. The listening practice in the coursebook is too easy for me. Every unit is the same ... it gets a bit boring after a while Give students practice in class with similar task types There is one extra option which you do not need to use. Learners' problems with their coursebook Mark the correct letter (A - H) on your answer sheet. Strategies 62 63 65 99 64 29 61 4 В O ۵ ш Students look at a picture of a person they know well and write a description of the person. Students look at some pictures of people and match descriptions from a magazine article Students, in groups, look at pictures painted by famous artists and express their opinions, using a dialogue which they learned earlier to support them. Students listen to a recording of five people saying 'hello' and look at pictures of people whose faces show different feelings. They match the feelings to the speakers. For questions 55 - 60, match the classroom activities with the reasons for using pictures in class Students look at a picture. The teacher focuses on words students need to know in an article they will study later in the lesson. Students look at six pictures and put them in the order they are mentioned in a short to provide linguistic support before receptive skills work to provide practice in producing a paragraph of text to practise listening for specific information to provide controlled spoken practice to raise awareness of intonation to practise extensive listening There is one extra option which you do not need to use. to practise reading for detail Mark the correct letter (A - G) on your answer sheet Reasons for using pictures Classroom activities

22

99 57 58 59 9

15 Sequence of coursebook activities	Look through these letters from people who have just returned from holiday.  Match the letters (1-4) to the main subjects of complaint (a-d).	Look at each letter again.  Decide which writer is the most angry about his/her complaint.  C Read the description of a problem a student has with his accommodation and deci  What information could the student include in a letter to his landlord, the owner of accommodation?	Work in pairs. One of you is the student who is renting the accommodation and the other is the landlord.  Role-play the discussion and record yourselves.  Elisten to the recordings of your classmates and identify any mistakes you hear.	Now use the words and expressions about time and frequency in the box to complete letter that the student sent to the landlord.  Make notes of any new words and expressions you want to learn from this unit.	Adapted from IELTS Express Intermediate by Hallows R., Lisboa M. and Unwin M. Thom
14  For questions 68 – 73, match the main aims of the coursebook activities with the sequence of coursebook activities listed A – G.  Mark the correct letter (A – G) on your answer sheet.	There is one extra option which you do not need to use.		to focus on content, when planning a formal letter of complaint to give interactive freer practice to practise reading for attitude		

	TEACHING KNOWLEDGE TEST	MODULE 2
y, B and C.	Work in pairs. You each have a picture of some children in a playground, but your pictures are not the same. Talk together and find the differences. When you have finished, compare your pictures.  Look at this picture of a room in a house for one minute. You are not allowed to write anything down. When your teacher tells you, turn your picture over, then write down the answers to the questions you will be asked on a separate piece of paper.  You have a map with a route which starts at the station and ends at the library. Student B has the same map without a route. Give directions to help him/her to draw the same route as yours. You are not allowed to show him/her your map.	ame?
vities listed /	i a playgrou rences. Whe You are no your picture on a separ and ends at tions to help tions to help	er a lively ge nd <i>any?</i> g?
nentary acti	e children ir ind the differ ind the differ one minute. s you, turn vill be asked the station. Give directived to show	one partner al activity aff sing some a
16 the suppler er sheet. han once.	ture of som gether and fi house for ( teacher tells stions you v stions you v ch starts at ch starts at ch starts at are not allo	ntinuous? ging role for ing individu: questions us
lestions with your answ tions more t	h have a pid me. Talk tog pictures. a room in a Mhen your s to the que a route whi ne map with s yours. You	present concert challen ad as a calm to practise memory?
natch the quantity B or C) on the of the operation in the contraction	irs. You each and the sale and the sale and the sale and a map with has the sale ame route as the sale ame route as the sale ame route as the sale and the sale and the sale and the sale sale sale sale sale sale sale sal	practises the provides a necould be used can be used depends on provides both
For questions 74 – 80, match the questions with the supplementary activities listed A, B and Mark the correct letter (A, B or C) on your answer sheet.  You will need to use some of the options more than once.  Supplementary activities	Work in pairs. You each have a picture of sompictures are not the same. Talk together and finished, compare your pictures.  Look at this picture of a room in a house for write anything down. When your teacher tell write down the answers to the questions you vaper.  You have a map with a route which starts at Student B has the same map without a route draw the same route as yours. You are not allo draw the same route as yours. You are not allo Questions	Which activity practises the present continuous?  Which activity provides a more challenging role for one partner?  Which activity could be used as a calming individual activity after a lively game?  Which activity can be used to practise questions using some and any?  Which activity depends on memory?  Which activity provides both students with a reason for listening?
For question	A B D A Y	27 27 87 74

# Module 3

#### Managing the teaching and learning process

TIMING	1 hour 20 minutes
NO. OF QUESTIONS	80
TASK TYPES	Objective tasks, such as matching and multiple choice.
ANSWER FORMAT	Candidates indicate their answers by shading the correct boxes on their answer sheets.
	Candidates should use a pencil.
MARKS	Each guestion carries one mark.

#### Syllabus

This module tests candidates' knowledge of what happens in the classroom in terms of the language used by the teacher or learners, the roles the teacher can fulfil and the ways in which the teacher can manage and exploit classroom events and interaction.

Title	Areas of teaching knowledge	Task types and format
Teachers' and learners' language in the classroom	<ul> <li>using language         appropriately, including         use of L1/L2, for a range         of classroom functions,         e.g. instructing, prompting         learners, eliciting, conveying         meaning of new language         sequencing of instructions         identifying the functions of         learners' language         categorising learners'         mistakes</li> </ul>	6 tasks consisting of 40 questions Tasks include matching and multiple choice.
Classroom management	Options available to the teacher for managing learners and their classroom in order to promote learning, e.g.  classroom management  teacher roles grouping learners correcting learners giving feedback appropriate to the learners and aims	6 tasks consisting of 40 questions Tasks include matching and multiple choice.

## Teachers' and learners' language in the classroom

This part of Module 3 tests candidates' knowledge of the functions of classroom language, and how to adapt teacher language according to its audience and purpose. It also tests candidates' knowledge of the appropriacy of teachers' classroom language, how to analyse learners' language and categorise learners' errors.

Candidates need to demonstrate an understanding of concepts and terminology related to:

Syllabus area	Example testing focus
the functions commonly used by the teacher in the classroom	<ul> <li>identification of a range of classroom functions and typical exponents</li> <li>appropriacy of use, e.g. degrees of simplicity of language, appropriateness of sequencing, degrees of formality, use of L1</li> </ul>
identifying the functions of language used by learners in the classroom (tasks may involve analysis of learner language which is not completely accurate)	<ul> <li>identification of common functions and typical exponents</li> <li>identification of communicative purpose</li> <li>appropriacy of use</li> </ul>
categorising learners' mistakes	categorising types of mistakes, e.g. spelling, wrong verb form, subject-verb agreement

#### Classroom management

This part of Module 3 tests candidates' knowledge of the range and function of strategies available to a teacher for managing classes in ways appropriate to learners and to teaching and learning aims. These include variety of activity and pace, ways of grouping learners, techniques for correcting learners' mistakes and the roles a teacher can fulfil at different stages of the lesson.

Candidates need to demonstrate an understanding of concepts and terminology related to the following and their implications for the L2 classroom:

Syllabus area	Example testing focus
the roles of the teacher	<ul> <li>common teacher roles, e.g. manager, diagnostician, planner</li> </ul>
classroom management	<ul> <li>managing the teaching space, establishing systems for praise and reward, establishing rules, routines and procedures; analysing learners' needs; building variety into lessons, planning lessons to meet learners' needs</li> </ul>
grouping learners	<ul> <li>common classroom interaction patterns and their uses</li> <li>grouping of learners and reasons for this</li> </ul>
correcting learners	<ul> <li>methods of correction and their appropriacy of use</li> </ul>
giving feedback	the focus and purpose of feedback     ways of giving feedback

For questions 7 – 13, match the teacher's instructions to an elementary class with the teacher trainer's comments listed A – H.  Mark the correct letter (A – H) on your answer sheet.  There is one extra option which you do not need to use.  Teacher's instructions	Okay, let's take a break, 15 minutes, no, no, sorry, ten minutes, no five, we've got a lot to dol.  This is very difficult, but I hope you can do it.  Gina, do you know a synonym for the word 'pullover'?  Gina, do you know a synonym for the word 'pullover'?  So now, can you all look at this exercise, and match the words to the animals.  You can do this alone, in groups or pairs, it's up to you.  Let's check the answers. Who can tell me what's wrong with number one?  Teacher trainer's comments  A Well done for deciding on the order for the class to do things before giving instructions.  B Decide which interaction is most appropriate for the task instead of relying on the students.  C It's better to nominate one particular student as this eventually gives everyone a chance to participate.  C It's better to nominate one particular student as this eventually gives everyone a chance to participate.  E The grammatical language in this statement is above elementary level.  F This statement is demotivating to learners. Try to be more encouraging.  G Try not to change your mind when giving instructions to lower levels, and make them as short as possible.  The student is unlikely to know this term for a lexical category at this level.  The student is unlikely to know this term for a lexical category at this level.
Por questions 1 – 6, match the examples of teacher's language with the functions listed A, B and C.  Mark the correct letter (A, B or C) on your answer sheet.  You will need to use some of the options more than once.	Functions  A developing social interaction  B getting students' attention  C promoting learner independence  OK, put your hands up to show you're ready to go on to the next activity.  Choose a song in English and find three new words to teach the class next lesson.  Nice to see everyone in time for class. Does anyone know who won the football match yesterday? Our team I hope!  You've got five minutes to find three people in the class who have the same hobbies as you.  Sight, let me see everyone with their book open at page 12. Then you'll work on exercise A on your own.  Mell done everyone. Now, can you try and work out the meaning of the words you underlined.

5 Instructions to a class	Good morning everyone, please sit down and listen to what I'm going to tell you about these pictures.  Now get into pairs and work with the person sitting next to you.  Now get into pairs and work with the person sitting next to you.  Before I give them to you there is one thing you must remember – your picture is top secret! So don't show them to each other. Okey, so now you have the pictures you are ready to start the task. Listen to what I want you to do.  Would like you to work quite quickly, so  Well done everybody, you worked well. Now let's see if your answers are correct. Listen carefully and see if you agree with each other's answers.	
For questions 14 – 19, read the instructions to a class and fill in the missing instructions from the options listed A – F.  Mark the correct letter (A – F) on your answer sheet.	Missing instructions  A You have 10 minutes to do this.  B Michael, can you tell me one of the differences you found?  C Ask each other questions to find the differences.  D Okay, stop now and turn to the front of the class.  E There are two pictures. They look the same, but there are five differences.  F I am going to give one picture to Student A, and one to Student B.	

For questions 27-33, match the underlined mistakes in the student's writing with the types of error listed A-H. You asked me in your last letter about my bedroom. My bedroom is (27) not big as the one I had before. This one is smaller. It has two windows so it has (28) a lots of light and I've painted the room light blue. I would like to have (29) big mirror because (30) I haven't got none and I like to see myself before I go out. At the moment (31) this is the most important things that I need. (32) I fill that every day my room will get (33) more fuller. inaccurate use of determiner unnecessary adverb inaccurate spelling There is one extra option which you do not need to use. wrong noun form wrong adjective Mark the correct letter (A - H) on your answer sheet. missing adverb wrong pronoun missing article Types of error 4 B ပ ۵ ш ш G I Write me soor Dear Sean Femi For questions 20 - 26, match the mistakes on each line of the student's letter with the types of mistake listed A - H. In case you have problems to recognise him I've enclosed a recent photograph. Please let me no if there is anything you would like him to bring from Greece. I'm writing to give you some informations about Theo's travel arrangements. He going to wear a dark blue T-shirt, jeans and black trainers for his trip. He's quite tall with brown long hair. He's got green eyes OM 197, arriving to Melbourne at 11.20am the next day. He leaves, Athens on December 13th on flight number wrong verb pattern wrong punctuation wrong preposition wrong word order wrong noun form missing auxiliary wrong spelling There is one extra option which you do not need to use. wrong tense Mark the correct letter (A - H) on your answer sheet Types of mistake 4 8 ပ ۵ ш Dear Susan and Nick Yours sincerely Giorgos 20 7 22 23 24 25 26

For questions 34-40, match the underlined words in the transcript of a student's classroom conversation with the functions listed A-H.

Mark the correct letter (A - H) on your answer sheet.

There is one extra option which you do not need to use.

## -unctions

- changing topic 4
- agreeing

B ပ

- asking for an opinion
- asking for clarification ۵
- giving clarification ш
- hesitating ш
- correcting O
- disagreeing

# A student's classroom conversation

So, how long have you lived here, then?

(34) In this town? Lydia:

Yeah. Katia: I was born here, so I know it (35) err, erm ... like the back of my hand. Lydia:

Like the back of ...? Katia:

(36) It's an expression that you use when you know something really well. I like it. Lydia:

(37) Yeah, it's a good one. 'Like the back of my hand', I must remember that Katia:

(38) Anyway, how about you? How long you have lived here? Lydia:

(39) 'Have you lived here' you mean Katia:

Oh yeah, that's right. Lydia: About three years. It's a really nice town. Katia:

It's so boring. (40) You can't mean that

You will need to use some of the options more than once. Mark the correct letter (A, B or C) on your answer sheet.

For questions 41 - 47, match the learner comments with the teacher roles listed A, B and C.

# **Teacher roles**

Manager (manages students and activities during class time)

Provider (gives expert information about target language)

Diagnostician (finds out the needs and interests of students)

# Learner comments

My teacher always makes the lessons exciting. We work with lots of different people during a lesson. 4

I couldn't understand the present perfect at all, but my teacher explained it really clearly to me. 42

I always finish my work very quickly, but my teacher always has extra activities for me to do, so I never get bored.

43

The teacher gave us a questionnaire about why we were doing the class and what our aims were for the future. 44

There's one student in our class who is really noisy and talkative, but our teacher is so calm and patient, and makes sure we get our turn to talk as well. 45

Last week we made a list of topics and voted on the ones we most wanted to discuss in class. 46

My group wrote an essay on what music we like and the teacher really helped us to join our ideas together. 47

a description of a learner's abilities and needs an agreement between teacher and learners about their roles and responsibilities an explanation of the aims of a course teacher reviews the language learners need to use in a task. The teacher monitors learners' use of target language.
The teacher reviews the language learners need to use in a tasl
The teacher uses language that is at the right level for learners. Ξ A learning contract Grading language O B A C B A 53 54 a whole class activity which involves learners sharing vocabulary they know about a a group activity which involves students reading different parts of the same text and a whole class activity which involves learners walking around the classroom sharing For questions 48-54, look at the classroom management terms and three possible descriptions listed A, B and C. the different ways learners work together in class common mistakes learners make when they speak a second language the gestures learners use to keep the listener interested in what they are saying The teacher chooses and names a learner to do a task.

The teacher chooses and tells the class the date for a revision test.

The teacher chooses and writes the main aim of the lesson on the board. the help a teacher gives to learners in class the relationship between teacher and learners the end-of-term comments the teacher writes about each learner's work the relationship between learners in the class different groups of learners working autonomously in class the strategies a group uses to work together to complete a project Mark the correct letter (A, B or C) on your answer sheet. 10 sharing the information they found out Choose the description which matches the term. information with other learners Classroom management terms Interaction patterns Group dynamics Nominating Mingling Rapport ۷ œ CBA C B A CBA C B A 52 48 49 20 21

For questions 62-67, match the advice on correcting given to a trainee teacher with the correction strategies listed A-G. When you hear a mistake, repeat it to the student with a rising intonation so they can hear where in the sentence the mistake was made. Don't interrupt the activity: just note down any mistakes you hear and deal with them at the Write a symbol for each type of error, eg 'T' for a tense mistake, at the side of a student's work. Write common mistakes on the board and see if students can spot mistakes. Ask students to look at each other's work and find any mistakes. Repeat what the student has said but with the error corrected allow opportunities for self monitoring and group correction There is one extra option which you do not need to use. Mark the correct letter (A - G) on your answer sheet. employ the technique of echo correction encourage peer correction reformulate the sentence Correction strategies give delayed feedback Advice on correcting use a correction code over-apply the rule 62 63 64 65 99 67 Ø 8 O ۵ ш If you remember from last time, Ahmed and Hassan were going to the airport to meet their cousin. You remember the 'fair' rule, don't you, everyone? This is a test, remember. So only look For questions 55 - 61, match the examples of teachers' language with the uses listed A, B and C. Right, so Dave is going to meet Steve, and wants to find out how to recognise him. So what do we call this animal with four legs? It likes to catch mice. language for maintaining discipline language for setting the scene Pens down and face the front please, Khaled and Abdul. You will need to use some of the options more than once language for eliciting Mark the correct letter (A, B or C) on your answer sheet. Fine, well done. So we call this tense the ... ? Good. So what's best here - 'a' or 'an'? Uses at your own work, please. Examples of teachers' language ۷ 8 ပ 22 26 22 28 29 9 61

For questions 68 - 74, match the examples of teachers giving feedback with the aims of feedback listed A, B and C. 4

Mark the correct letter (A, B or C) on your answer sheet.

You will need to use some of the options more than once

# Aims of feedback

to encourage students' ability to self-correct

to raise student self-confidence B to improve classroom relationships

ပ

# **Teachers giving feedback**

You're going to do your projects in teams with a specific task for each member of the team. It's important for the team that everyone does their task properly.

89

69

20

7

72

As you were practising the role play, I noticed quite a few of you were forgetting about articles. Try it again and pay particular attention to your use of articles I thought you acted out those dialogues very well. You generally noticed when you'd made a mistake and were able to correct it.

Your work has improved a great deal so now let's try something more difficult

I've listened to your recordings and written some comments on them. Before I give you these, listen to your own recording. What comments do you think I made? Remember that you can learn by listening as well as speaking. So please pay attention when other students are talking. 73

This week's homework is much better. All that work we did on checking your writing really seems to have helped.

74

For questions 75 – 80, match the teachers' comments with the interaction patterns listed A, B and C.

Mark the correct letter (A, B or C) on your answer sheet.

You will need to use some of the options more than once.

# Interaction patterns

class divided into two groups 4

closed pairs

B

groups of three or four

ပ

# Teachers' comments

It gives the shyer students the maximum opportunity to talk

75

92

There is usually a good mix of opinions but not too many people trying to talk at the same

It's a quick way to set up a competition. The learners get very excited about working against the other team 11

28

It's the simplest way to introduce some communication into any activity. Students can compare answers or help each other with an exercise

This is good for project work where learners need to perform different roles 4 The only way I can do a jigsaw listening is by sending half the class to the language 80

### Module 1 answer key

1	В	21	С	41	Е	61	В	
2	А	22	А	42	В	62	В	
3	С	23	С	43	F	63	F	
4	А	24	А	44	А	64	А	
5	В	25	В	45	D	65	G	
6	В	26	С	46	С	66	D	
7	В	27	В	47	В	67	E	
8	F	28	А	48	А	68	С	
9	Е	29	С	49	А	69	В	
10	А	30	В	50	С	70	В	
11	С	31	В	51	С	71	С	
12	В	32	А	52	А	72	С	
13	D	33	С	53	В	73	А	
14	С	34	В	54	С	74	А	
15	А	35	С	55	А	75	С	
16	С	36	D	56	В	76	Α	
17	В	37	Н	57	С	77	В	
18	А	38	F	58	А	78	А	
19	А	39	E	59	А	79	С	
20	В	40	А	60	С	80	А	
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### Module 2 answer key

1	В	21	А	41	А	61	E
2	E	22	А	42	С	62	D
3	А	23	В	43	В	63	Н
4	С	24	С	44	А	64	F
5	D	25	В	45	С	65	A
6	F	26	С	46	В	66	С
7	В	27	В	47	А	67	G
8	С	28	D	48	А	68	E
9	С	29	В	49	E	69	F
10	А	30	E	50	Н	70	A
11	А	31	А	51	D	71	С
12	С	32	F	52	F	72	D
13	G	33	С	53	В	73	В
14	Н	34	С	54	С	74	С
15	E	35	С	55	С	75	A
16	А	36	В	56	F	76	С
17	D	37	А	57	А	77	В
18	F	38	С	58	E	78	A
19	С	39	В	59	В	79	В
20	С	40	А	60	G	80	A

### Module 3 answer key

1	В	21	Н	4	l A	6	1 A	
2	С	22	G	42	<b>2</b> B	6.	<b>2</b> B	
3	А	23	В	43	3 A	6.	<b>3</b> D	
4	А	24	E	44	1 C	6	<b>4</b> E	
5	В	25	С	45	5 A	6.	<b>5</b> G	
6	С	26	А	46	<b>S</b> C	6	<b>6</b> F	
7	G	27	D	47	7 В	6	7 A	
8	F	28	G	48	3 A	6	<b>8</b> C	
9	Е	29	С	49	<b>Э</b> В	6	<b>9</b> A	
10	Н	30	А	50	) В	70	<b>)</b> В	
11	D	31	В	5	А	7	<b>1</b> B	
12	В	32	Н	52	2 A	7.	2 A	
13	С	33	E	53	3 C	7.	<b>3</b> C	
14	E	34	D	54	<b>1</b> В	74	<b>4</b> B	
15	F	35	F	55	5 C	7:	<b>5</b> B	
16	С	36	E	56	<b>5</b> A	70	<b>6</b> C	
17	А	37	В	57	В	7	7 A	
18	D	38	А	58	3 C	7:	<b>8</b> B	
19	В	39	G	59	В	79	<b>9</b> C	
20	D	40	Н	60	) А	8	<b>0</b> A	

#### Sample answer sheet



Do not write in this box

**Candidate Name** 

If not already printed, write nan in CAPITALS and complete the Candidate No. grid (in pencil).

**Candidate Signature** 

**Examination Title** 

Centre

Supervisor:

Centre No.

Candidate No.

Examination **Details** 

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#### Use a pencil.

Mark ONE letter for each question.

For example, if you think F is the right answer to the question, mark your answer sheet like this:

O ABCDEF

Rub out any answer you wish to change with an eraser.

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#### TKT band descriptors

#### Module 1: Language and background to language learning and teaching

#### Module 2: Lesson planning and use of resources for language teaching

#### Module 3: Managing the teaching and learning process

#### BAND 4

The candidate demonstrates comprehensive and accurate knowledge of all areas on the *TKT: Module 1* syllabus, i.e. language systems and background to language learning and teaching. He/she shows familiarity with the full range of concepts, terminology, practices and processes tested in *TKT: Module 1*, which relate to describing language and language skills, factors in the language learning process and the range of methods, tasks and activities available to the language teacher. The candidate is able to relate existing knowledge to both familiar and unfamiliar classroom situations.

The candidate demonstrates comprehensive and extensive knowledge of all areas on the *TKT: Module 2* syllabus, i.e. lesson planning and use of resources for language teaching. He/she shows familiarity with the full range of concepts, terminology, practices and processes tested in *TKT: Module 2*, which relate to general practice in lesson planning and materials use, reasons for carrying out particular activities in the classroom, and for using particular resources and materials. The candidate is able to relate existing knowledge to both familiar and unfamiliar classroom situations.

The candidate demonstrates comprehensive and extensive knowledge of all areas on the *TKT: Module 3* syllabus, i.e. managing the teaching and learning process. He/she shows familiarity with the full range of concepts, terminology, practices and processes tested in *TKT: Module 3*, which relate to teachers' and learners' language in the classroom and options available for classroom management in order to promote learning. The candidate is able to relate existing knowledge to both familiar and unfamiliar classroom situations.

#### BAND 3

The candidate generally demonstrates comprehensive and accurate knowledge of areas on the *TKT*: *Module 1* syllabus, i.e. language systems and background to language learning and teaching. He/she shows familiarity with most of the concepts, terminology, practices and processes tested in *TKT*: *Module 1*, which relate to describing language and language skills, factors in the language learning process and the range of methods, tasks and activities available to the language teacher. The candidate is generally able to relate existing knowledge to both familiar and unfamiliar classroom situations.

The candidate generally demonstrates comprehensive and extensive knowledge of areas on the *TKT*: *Module 2* syllabus, i.e. lesson planning and use of resources for language teaching. He/she shows familiarity with most of the concepts, terminology, practices and processes tested in *TKT*: *Module 2*, which relate to general practice in lesson planning and materials use, reasons for carrying out particular activities in the classroom, and for using particular resources and materials. The candidate is generally able to relate existing knowledge to both familiar and unfamiliar classroom situations.

The candidate generally demonstrates comprehensive and extensive knowledge of areas on the *TKT*: *Module 3* syllabus, i.e. managing the teaching and learning process. He/she shows familiarity with most of the concepts, terminology, practices and processes tested in *TKT*: *Module 3*, which relate to teachers' and learners' language in the classroom and options available for classroom management in order to promote learning. The candidate is generally able to relate existing knowledge to both familiar and unfamiliar classroom situations.

#### BAND 2

The candidate demonstrates basic knowledge of areas on the *TKT: Module 1* syllabus, i.e. language systems and background to language learning and teaching. He/she shows familiarity with some of the concepts, terminology, practices and processes tested in *TKT: Module 1*, which relate to describing language and language skills, factors in the language learning process and the range of methods, tasks and activities available to the language teacher. The candidate is able to relate existing knowledge to familiar classroom situations, and occasionally to unfamiliar ones.

The candidate demonstrates basic knowledge of areas on the *TKT: Module 2* syllabus, i.e. lesson planning and use of resources for language teaching. He/she shows familiarity with some of the concepts, terminology, practices and processes tested in *TKT: Module 2*, which relate to general practice in lesson planning and materials use, reasons for carrying out particular activities in the classroom, and for using particular resources and materials. The candidate is able to relate existing knowledge to familiar classroom situations, and occasionally to unfamiliar ones.

The candidate demonstrates basic knowledge of areas on the *TKT: Module 3* syllabus, i.e. managing the teaching and learning process. He/she shows familiarity with some of the concepts, terminology, practices and processes tested in *TKT: Module 3*, which relate to teachers' and learners' language in the classroom and options available for classroom management in order to promote learning. The candidate is able to relate existing knowledge to familiar classroom situations, and occasionally to unfamiliar ones.

#### BAND 1

The candidate demonstrates restricted knowledge of areas on the *TKT: Module 1* syllabus, i.e. language systems and background to language learning and teaching. He/she shows familiarity with a limited range of the concepts, terminology, practices and processes tested in *TKT: Module 1*, which relate to describing language and language skills, factors in the language learning process and the range of methods, tasks and activities available to the language teacher. The candidate is able to relate existing knowledge to familiar classroom situations only.

The candidate demonstrates restricted knowledge of areas on the *TKT: Module 2* syllabus, i.e. lesson planning and use of resources for language teaching. He/she shows familiarity with a limited range of the concepts, terminology, practices and processes tested in *TKT: Module 2*, which relate to general practice in lesson planning and materials use, reasons for carrying out particular activities in the classroom, and for using particular resources and materials. The candidate is able to relate existing knowledge to familiar classroom situations only.

The candidate demonstrates restricted knowledge of areas on the *TKT: Module 3* syllabus, i.e. managing the teaching and learning process. He/she shows familiarity with a limited range of the concepts, terminology, practices and processes tested in *TKT: Module 3*, which relate to teachers' and learners' language in the classroom and options available for classroom management in order to promote learning. The candidate is able to relate existing knowledge to familiar classroom situations only.

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This qualification is for English language teachers working in secondary education (11–18 year olds). Teachers improve their classroom performance through a combination of online study and observed teaching practice.

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All the details are correct at the time of going to print in February 2016.





