



# LANGUAGECERT General

Writing tasks and  
sample scripts with  
examiner feedback




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**LANGUAGECERT**  
**General**  
**Writing**

**Part 1**



## Item 1

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You recently visited the City Museum. Write a review about it for a local tourism website. Mention:

- › what you thought about the displays and the café
- › how easy it was to book a guided tour
- › who you would recommend the museum to.

### **Visit the City Museum this weekend!**

Discover the history of our city and learn about the people who lived here in the past. Explore displays of historic clothing, furniture, and art. You can see how people dressed and how they lived in earlier times.

Entry is free. The café sells drinks and light snacks. You can book a guided tour online before your visit.

**Write between 100 and 150 words.**

## **First Sample Answer**

### A Nice Way to Spend an Afternoon

I visited the City Museum last weekend, and I was pleasantly surprised by how much I enjoyed it. The displays were well organised and full of interesting information. I especially liked the section on local fashion—it was amazing to see how people used to dress! The art was also beautiful and carefully presented.

The café had a relaxing atmosphere and offered a good variety of drinks and light snacks. I had a cappuccino and a slice of cake, and both were excellent. It was a great place to take a break before the guided tour.

Booking the tour was simple—I just went to the website, chose a time, and received my confirmation in seconds. The guide was friendly and explained everything clearly.

I would definitely recommend the museum to anyone who enjoys history or is visiting the city for the first time. It's suitable for families, tourists, or even locals who want to learn more about the place they live.

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	Covers all three required points clearly. Tone is appropriate for a review, and all information is relevant. Development is straightforward with only brief expansion.
<b>Accuracy and Range of Grammar</b>	5	Accurate use of mostly simple structures and a few attempts at complex forms (was pleasantly surprised, I especially liked). Sentence patterns are quite repetitive.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is topic-appropriate (relaxing atmosphere, friendly, organised), but largely safe. Some word choices are repeated, and there's little lexical variety.
<b>Organisation and Coherence</b>	5	Structure is logical, with clear sequencing. Basic connectors are used well (before, especially, also), but cohesion is predictable.
<b>Total Score</b>	21/32	

## **Second Sample Answer**

### **An Engaging Look at Our City's Past**

The City Museum offers far more than you might expect from a free local attraction. I visited recently and was genuinely impressed by both the content and the experience as a whole.

The displays are thoughtfully arranged, and the variety is excellent. From traditional clothing to original furniture pieces and local artwork, everything is well explained and visually appealing. I especially appreciated the way the exhibits linked the city's past to its present—something not all museums do well.

The café, though small, was a pleasant surprise. It serves quality coffee and fresh snacks in a bright, comfortable space. It's a perfect place to pause before or after exploring the galleries.

Booking a guided tour was incredibly straightforward. The museum website is user-friendly, and I received confirmation by email almost immediately. The guide was enthusiastic and clearly knowledgeable, which made the visit even more enjoyable.

I would highly recommend the City Museum to history lovers, school groups, or anyone wanting a deeper connection with the city. Whether you're a tourist or a long-time resident, it's a rewarding way to spend a few hours.

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	All three content points are fully addressed. The tone is suitable for a blog review, and the message is clear and informative. Development is good, but insight remains surface-level and lacks personal perspective.
<b>Accuracy and Range of Grammar</b>	6	Complex structures are used with control (I was genuinely impressed, something not all museums do well), but sentence rhythm and variation are not especially strong. Some constructions are safe.
<b>Accuracy and Range of Vocabulary</b>	6	Vocabulary is appropriate and fluent (rewarding, enthusiastic, thoughtfully arranged), but lexical range is mostly general-purpose. Little evidence of idiomatic or expressive language.
<b>Organisation and Coherence</b>	6	Organisation is clear with logical paragraphing. Cohesive devices are used accurately, but linking is relatively conventional and not especially flexible.
<b>Total Score</b>	25/32	

## Item 2

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You recently visited an amusement park. Write a review about it for a local tourism website. Mention:

- › what you thought about the rides
- › how safe you feel the theme park is
- › who you would recommend the park to.

### **Visit Our Wonderful World theme park this summer!**

Travel around the world in one day! Enjoy our water rides, puzzle games and rainforest café. Our friendly staff are always nearby to help. It's a fun and safe place to spend the day with friends or family.

**Write between 100 and 150 words.**

## **First Sample Answer**

### **A Fun Day Out at Our Wonderful World**

I recently visited Our Wonderful World theme park, and it was a great experience. The rides were well-designed and exciting, especially the water rides, which were perfect on a hot day. I also enjoyed the puzzle games—they were fun and different from what you usually find at other parks.

I felt very safe the entire time. Staff were easy to spot and always available if someone needed help. The park was clean and well organised, with clear signs and safety instructions everywhere.

I would recommend the park to families with children and groups of friends. There's something for everyone to enjoy, and it's a great way to spend a full day without spending too much.

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	All content points are clearly addressed. Tone and register are appropriate. Some expansion is present, but the review remains descriptive.
<b>Accuracy and Range of Grammar</b>	5	Mostly accurate simple and some complex forms (I felt very safe..., especially the water rides...). Structure variety is limited.
<b>Accuracy and Range of Vocabulary</b>	5	Appropriate topic vocabulary (exciting, available, clean), but range is limited. Repetition of general terms (rides, park) and no idiomatic usage.
<b>Organisation and Coherence</b>	5	Clear and logical. Paragraphing is appropriate, and basic cohesive devices are used (especially, also, with), though limited in flexibility.
<b>Total Score</b>	21/32	

## **Second Sample Answer**

### **Thrills, Puzzles, and Peace of Mind**

I visited Our Wonderful World theme park last weekend and was honestly impressed by the experience. The ride selection was fantastic—especially the puzzle-themed attractions, which offered something more creative than the usual rollercoasters. The water rides were fast, fun, and perfect for summer.

What really stood out, though, was how safe I felt throughout the day. Staff were visible and approachable, and safety signs were everywhere without being overwhelming. Even with lots of people, the park felt organised and under control.

I'd highly recommend the park to families looking for a safe, enjoyable outing, or to anyone who enjoys a mix of physical activity and mental challenges. It's a refreshing change from typical theme parks—fun and thoughtful in equal measure.



## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	Fully addresses all points with appropriate tone and style. There is clear engagement and reader awareness, but development remains at a light touch. No deeper insight.
<b>Accuracy and Range of Grammar</b>	6	Grammatical range is good (which offered something more creative, what really stood out...), but structure is still relatively safe and predictable.
<b>Accuracy and Range of Vocabulary</b>	6	Good topic-related vocabulary (approachable, refreshing change, mental challenges), but not idiomatic or stylistically rich. Some phrases feel rehearsed.
<b>Organisation and Coherence</b>	6	The review is well structured with smooth flow. Linking is effective (even with lots of people, throughout the day), though cohesion is not particularly sophisticated.
<b>Total Score</b>	25/32	

## Item 3

You recently visited the shopping mall advertised below. Write a review of your visit for a customer review website. Mention:

- > your journey to the shopping centre
- > the variety of shops and facilities
- > your opinion of the special offers.

### Levitt Shopping Mall

Near the motorway, with parking for 4,000 cars. Electric buses run every 10 minutes. The mall has over 300 shops, restaurants, a cinema and bowling. There are always special offers and new ones are available every week.

**Write between 100 and 150 words.**

## **First Sample Answer**

### **Good variety and convenient location**

I visited Levitt Shopping Mall last weekend and had a great time. I travelled there by bus, and it was easy to reach. The electric buses ran often and stopped right outside the entrance. Parking also seemed widely available.

The mall itself is large and modern, with a huge selection of shops and places to eat. I was impressed by the range of stores, from popular clothing brands to electronics and books. There's also a cinema and a bowling alley, which makes it a great place to spend the whole day.

The special offers were clearly marked, and some were quite good. I managed to buy a pair of shoes at 30% off, which was a nice surprise. Overall, I'd recommend it for both shopping and entertainment.

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	All required points are addressed clearly and appropriately. The review suits a customer website and provides relevant detail. Development is clear but remains factual rather than evaluative.
<b>Accuracy and Range of Grammar</b>	6	A good range of simple and some complex structures is used accurately (I travelled there by bus, which makes it a great place...). Control is consistent, though structures are generally safe.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is appropriate and clear (selection, modern, surprise), but largely common and repetitive. There is limited use of less common or more precise lexical items.
<b>Organisation and Coherence</b>	6	The review is logically organised with clear progression of ideas. Paragraphing and basic cohesive devices (also, overall, which) are used effectively.
<b>Total Score</b>	23/32	

## **Second Sample Answer**

### **A Great Day Out with Surprising Deals**

Levitt Shopping Mall was a fantastic surprise. I got there by electric bus—it was quick, frequent, and stopped right at the entrance, which made the journey stress-free. If you're driving, there's also plenty of parking.

The range of shops and activities is seriously impressive. From well-known fashion brands to independent shops, plus dozens of cafés and restaurants, there's something for everyone. I didn't have time for the cinema or bowling, but both looked busy and well maintained.

What really stood out, though, were the weekly special offers. I hadn't planned to shop much, but I ended up buying two items I'd been looking at for weeks—both heavily discounted.

If you're looking for a place that combines convenience, choice, and a few unexpected bargains, Levitt Mall is well worth a visit.

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	8	Fully satisfies the task with confident development of all content points. The tone is persuasive and well adapted to a customer review website. The reader is fully informed.
<b>Accuracy and Range of Grammar</b>	7	A wide range of grammatical forms is used with good control (what really stood out..., if you're driving..., which made the journey stress-free). Minor reliance on conventional structures keeps it just below top control.
<b>Accuracy and Range of Vocabulary</b>	7	Vocabulary is fluent, precise and well suited to the genre (stress-free, unexpected bargains, impressive range). Some effective collocation, though not consistently idiomatic.
<b>Organisation and Coherence</b>	7	The text is very well organised with smooth progression and natural linking (what really stood out, from...to..., if you're). Cohesion is flexible and well managed.
<b>Total Score</b>	29/32	

## Item 4

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You've seen this notice at the community centre in your neighbourhood. Write an email to the manager giving your opinion. Mention:

- › something you like about the centre
- › something you think could be improved
- › a suggestion for a new facility

### **Our Community Centre**

Dear Members,

We'd like your feedback! What do you enjoy about the centre? What could be better? We have some extra money, so please share your ideas for new facilities you'd like to see here.

Thanks!

Jo Lloyd (Manager)

**Write between 100 and 150 words.**

## **First Sample Answer**

Subject: Feedback on the Community Centre

Dear Ms Lloyd,

Thank you for asking for feedback about the community centre. I think it's a great space for local people, and I especially enjoy the weekly fitness classes. The instructors are friendly and the sessions are fun and motivating.

One thing I think could be improved is the lighting in the reading area—it's quite dim in the evenings, which makes it harder to focus. Some extra lamps would make a big difference.

If there is funding available, I would love to suggest adding a small study room with computers and internet access. I believe many students in the area would benefit from a quiet place to work.

Thanks again for asking for suggestions. The centre already does a lot for the community, and I'm happy to contribute my ideas.

Best regards,  
Anita Patel

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	All three points are addressed clearly and appropriately. Tone is polite and consistent. Some development is present, though ideas are mainly descriptive.
<b>Accuracy and Range of Grammar</b>	6	Simple and some complex structures are used with good control (If there is funding available, I would love to suggest...). Sentence variety is limited.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is generally appropriate and clear (dim, motivating, benefit), but mostly familiar. Some repetition and lack of range.
<b>Organisation and Coherence</b>	6	The message is logically organised with appropriate paragraphing and clear cohesion. Linking is functional but not varied.
<b>Total Score</b>	23/32	

## **Second Sample Answer**

Subject: Suggestions for Community Centre Improvements

Dear Ms Lloyd,

Thank you for the opportunity to provide feedback on the community centre. I really appreciate the variety of classes offered—especially the weekend yoga sessions, which are well run and create a welcoming atmosphere.

One area that could be improved is the common lounge. While it's a useful space, it can get noisy during peak hours, which makes it less relaxing. Perhaps introducing a quiet time or adding a divider could help.

If budget allows, I'd like to suggest setting up a small co-working area with desks and Wi-Fi. Many local freelancers and students would benefit from a dedicated space to work or study.

I think the centre already plays a vital role in the neighbourhood, and with a few thoughtful additions, it could support even more people in new ways.

Thank you again for asking for input.

Kind regards,  
Anita Patel

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	8	Fully addresses all points with a natural, confident tone. Each idea is developed with a clear rationale. The message is well adapted to the context and purpose.
<b>Accuracy and Range of Grammar</b>	7	A range of grammatical structures is used flexibly and accurately (if budget allows, which makes it less relaxing). Minor structural repetition keeps it from top band.
<b>Accuracy and Range of Vocabulary</b>	7	Fluent and appropriate lexis throughout (welcoming atmosphere, thoughtful additions, dedicated space). Strong control of tone and collocation. Not especially idiomatic.
<b>Organisation and Coherence</b>	7	Clearly structured, with smooth progression of ideas. Paragraphing and transitions are natural (while it's useful..., if budget allows...). Cohesion is effective but not highly sophisticated.
<b>Total Score</b>	29/32	

## Item 5

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You attended a first aid course. Write a report about it for your company newsletter. Mention:

- › what you learned
- › how useful it was for your job
- › whether you'd recommend it to your colleagues.

### **First Aid at Work**

Our workplace first aid course teaches basic medical skills, like how to help someone who is injured or feeling unwell. The course is short, practical, and open to all employees. Free places are available this month.

**Write between 100 and 150 words.**

## **First Sample Answer**

### **Report: First Aid Training Course**

Last week, I attended the workplace first aid course and found it very helpful. The course covered a range of basic skills, such as how to treat cuts, burns, and minor injuries. We also learned how to help someone who is unconscious or having difficulty breathing.

For my job as a floor supervisor, the training was particularly useful. I now feel more confident that I could react quickly and safely if an accident happens at work.

The course was practical and easy to follow. I believe all staff should take part, especially those who work with customers or operate equipment. It only took a few hours, and it could make a big difference in an emergency.

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	All points are addressed clearly. The tone is appropriate for a company newsletter. Ideas are logically presented, though mostly descriptive.
<b>Accuracy and Range of Grammar</b>	6	Grammar is mostly accurate with a few complex forms attempted (who is unconscious, particularly useful). Range is safe but reliable.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is topic-appropriate (confident, practical, minor injuries) but mostly familiar. Repetition is noticeable and no idiomatic language used.
<b>Organisation and Coherence</b>	6	Paragraphing and structure are appropriate. Cohesive devices are used effectively but with limited variety (also, now, especially).
<b>Total Score</b>	23/32	

## **Second Sample Answer**

### **Report: Attending the First Aid at Work Course**

I recently took part in our company's first aid course and would highly recommend it to colleagues. The training focused on essential emergency responses, such as how to assess a situation, perform CPR, and help someone who is unwell or injured. The sessions were hands-on and clearly explained.

As someone who regularly supervises public areas, I found the course extremely valuable. It not only gave me the skills to act quickly, but also the confidence to stay calm under pressure—something that could make all the difference in a real emergency.

I strongly believe other staff would benefit from the course, especially those in frontline roles. It's short, practical, and free this month, so it's an excellent opportunity to learn something truly useful.

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	8	All content points are fully covered with good development. The tone is well adapted to a professional newsletter. The message is effective and persuasive.
<b>Accuracy and Range of Grammar</b>	7	A variety of grammatical structures is used flexibly (not only... but also..., that could make all the difference). Minor repetition in clause types.
<b>Accuracy and Range of Vocabulary</b>	7	Lexical choices are fluent, appropriate and precise (essential emergency responses, hands-on, stay calm under pressure). Some collocations are strong, though not especially idiomatic.
<b>Organisation and Coherence</b>	7	The report is well structured, with clear progression and natural cohesion (recently took part, as someone who..., I strongly believe). Cohesion is confident but not stylistically complex.
<b>Total Score</b>	29/32	



## Item 6

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You saw this notice on your workplace staff noticeboard. Write an email to your manager giving your opinion. Mention:

- › something you like about the workplace
- › something that could be improved
- › a suggestion for a staff activity or benefit.

### **Tell Us What You Think**

We're looking at ways to improve our working environment. What do you appreciate most? What would you change? Have an idea for something new?

People & Culture Team

## **First Sample Answer**

Subject: Staff Feedback

Dear Manager,

Thank you for asking for staff feedback. I'd like to share a few thoughts.

One thing I really like about working here is the friendly atmosphere. Everyone is helpful, and the team spirit makes daily tasks more enjoyable. It's something I really value.

One area that could be improved is the kitchen. It often feels crowded at lunchtime, and there isn't always enough seating. Maybe we could reorganise the space or add a few more tables.

As a suggestion, it would be great to have a short fitness class once a week during lunch or after work. It would be a fun way to stay active and reduce stress.

Thanks again for encouraging staff to share ideas.

Best regards,  
Alina

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	All three content points are addressed clearly. The tone is appropriate, and the purpose is achieved. Development is present but not detailed.
<b>Accuracy and Range of Grammar</b>	6	Mostly accurate use of simple and some complex forms (One area that could be improved..., it would be great to have...). Sentence structure is a little repetitive.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is functional and appropriate (friendly atmosphere, team spirit, reduce stress), though somewhat limited in range. No idiomatic or stylistic choices.
<b>Organisation and Coherence</b>	6	Clear paragraphing and logical flow. Basic linking is handled well (One thing..., One area..., As a suggestion...), but cohesion is predictable.
<b>Total Score</b>	23/32	

## **Second Sample Answer**

Subject: Feedback – Staff Environment and Suggestions

Dear Manager,

I appreciate the opportunity to share feedback. One thing I've always valued here is the supportive work culture. People collaborate well, and there's a positive energy that makes even busy days manageable.

That said, one area for improvement could be our shared meeting spaces. It can be difficult to find a quiet room for focused work or one-to-one discussions, especially in the afternoons. Adding a couple of small breakout rooms would make a real difference.


In terms of new ideas, I'd like to suggest a monthly lunchtime talk or learning session, where staff can share knowledge on different topics. It would encourage connection across teams and help us grow professionally in an informal setting.

Thanks again for inviting input. I'm glad staff voices are being included in shaping the environment.

Best regards,  
Alina

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	All three points are addressed in a clear, professional tone. There's good development of ideas, though reflection is limited. Fully appropriate to the task and audience.
<b>Accuracy and Range of Grammar</b>	6	A variety of sentence forms is used well (adding..., that said..., it would encourage...), but mostly safe. Structure is accurate but not especially flexible.
<b>Accuracy and Range of Vocabulary</b>	6	Fluent and appropriate lexis (supportive culture, breakout rooms, staff voices being included). Some variety and maturity, though not idiomatic or stylistically rich.
<b>Organisation and Coherence</b>	7	Clearly structured with smooth paragraphing. Cohesion is managed confidently (That said, In terms of..., Thanks again...), though still conventional.
<b>Total Score</b>	26/32	



**LANGUAGECERT**  
**General**  
**Writing**

**Part 2**

## Item 1

Write an email to an English-speaking friend about your new job. Describe what your job is and how your first week went.

**Write between 150 and 200 words.**

### > First Sample Answer

Subject: My new job!

Hi Emma,

I hope you're doing well! I just started a new job as a receptionist at a language school. I work at the front desk, answer emails and calls, and help students with information about their classes.

The first week was exciting but also a bit stressful. I had to learn a lot of new things, like using the booking system and handling student documents. Everyone has been friendly and helpful, which made it easier. I already feel more confident than I did on the first day.

One thing I enjoy is speaking with people from different countries. It's really good practice for my English! I also like the atmosphere—it's busy but not too loud, and the office is bright and modern.

I'll tell you more next time we chat. Let me know what you've been up to!

Take care,  
Sofia

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	The task is fully addressed. Both content points are clearly covered, and the tone is friendly and suitable for an informal email. The response is informative and relevant. Development is clear but mostly factual, with minimal reflection.
<b>Accuracy and Range of Grammar</b>	5	Uses a range of simple and some complex structures (I had to learn..., which made it easier). Sentence patterns are mostly accurate but lack flexibility. Minor repetition of structures reduces the impression of variety.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is generally appropriate (receptionist, booking system, confident), but lexical choices are safe and functional. There's limited range or ambition. Some repetition (job, first week) keeps it from a higher score.
<b>Organisation and Coherence</b>	6	The email is well organised with appropriate paragraphing and linking. Discourse markers (also, already, which made it easier) support the flow, though transitions are mostly basic.
<b>Total Score</b>	22/32	

## **Second Sample Answer**

Subject: First week on the job – lots to tell!

Hey Emma,

Hope you're doing great! I've just completed my first week at my new job, and I wanted to share how it went. I've joined a non-profit organisation as a communications assistant, which means I help with writing blog posts, updating social media, and supporting event planning.

The week flew by! I was given a lot of responsibility straight away, which was both exciting and slightly overwhelming. I had to draft a press release on my third day—no pressure! Luckily, my team is incredibly supportive, and they've already made me feel like part of the group.

One thing I've really enjoyed is the variety in the work. No two days have felt the same, and I love that I get to be creative. It's also been a great way to improve my writing skills in a professional setting. I'm already looking forward to next week. Let's catch up soon—I want to hear what's new with you too!

Take care,  
Sofia

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	The task is fully covered and adapted naturally to an informal email. The tone is appropriate, and both content points are clearly developed. However, development is not especially deep or reflective – the piece stays mostly descriptive.
<b>Accuracy and Range of Grammar</b>	6	The grammar is consistently accurate with a mix of tenses, modals, and some embedded structures. However, there's limited complexity or flexibility in sentence structure. Many constructions feel safe (which was both..., I've just...).
<b>Accuracy and Range of Vocabulary</b>	6	Vocabulary is appropriate and fluent throughout (press release, supportive, professional setting), but not especially varied. There's no real ambition or idiomatic usage that pushes it toward the top band. Some collocations are natural, but repetition is noticeable.
<b>Organisation and Coherence</b>	7	The email is clearly and logically structured with smooth transitions (luckily, one thing I've really enjoyed, already looking forward). However, cohesive devices remain within a predictable range, and the organisation isn't notably sophisticated.
<b>Total Score</b>	26/32	

## Item 2

Write an article for a careers blog about a skill that is useful at your work. Describe what the skill is and explain how it helps you do your job better.

**Write between 150 and 200 words.**

### > First Sample Answer

#### **The Power of Good Time Management**

One of the most useful skills in my job is time management. I work as an office assistant in a busy company, and I have many tasks to complete every day. If I don't organise my time well, I fall behind very quickly.

At the start of each day, I make a list of things I need to do and plan when to do them. I always try to finish the most important tasks first. This helps me stay focused and feel more in control of my work. I also set small deadlines for myself, which helps me avoid leaving things until the last minute.

Time management helps me reduce stress and avoid mistakes. It also shows my manager that I can work independently and be responsible. If you often feel overwhelmed at work, I really recommend practising time management. You don't need to be perfect—just make a plan and stick to it!

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	Task is clearly fulfilled. Both content points are addressed with relevant examples. The tone is appropriate for a careers blog. Slightly more elaboration or reflection would strengthen it.
<b>Accuracy and Range of Grammar</b>	5	Uses a range of simple and some complex forms (e.g. If I don't..., I always try to...). Control is generally good, but sentence patterns are predictable and cautious.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is topic-appropriate (deadline, in control, avoid mistakes), but somewhat repetitive (tasks, time management). Lexical choices are mostly safe and functional.
<b>Organisation and Coherence</b>	6	Clearly organised with good paragraphing. Ideas follow a logical order. Linking is appropriate (also, at the start, this helps me), but not stylistically varied.
<b>Total Score</b>	22/32	

## **Second Sample Answer**

In any workplace, communication is key—but in my role as a customer service advisor, it's absolutely essential. Every day, I speak with customers who have questions, concerns, or complaints. The ability to communicate clearly, calmly, and professionally is what makes those conversations successful.

Strong communication doesn't just mean being polite. It involves listening actively, asking the right questions, and adapting your message depending on the person you're speaking to. Some customers want quick answers, while others need a bit more explanation and reassurance. Being able to judge that in the moment has helped me resolve problems faster and more smoothly.

This skill has also improved how I work with colleagues. I write clearer emails, ask for support when I need it, and make sure tasks are understood and completed correctly.

In short, communication helps me build trust—with customers and my team. It reduces mistakes, saves time, and keeps things running smoothly.

If you're looking to improve one skill at work, communication is a great place to start.

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	The task is fully addressed and clearly adapted to a careers blog. Both content points are covered with relevant examples. The response is effective and appropriate, but development remains largely explanatory rather than evaluative or nuanced.
<b>Accuracy and Range of Grammar</b>	6	Grammar is accurate and controlled, with some use of complex forms (depending on the person, being able to judge that). However, sentence structures are generally predictable and do not show a wide range of flexible patterns expected for higher C1 bands.
<b>Accuracy and Range of Vocabulary</b>	6	Vocabulary is fluent and appropriate (reassurance, adapt, resolve problems), but largely general-purpose. There is little use of less common or idiomatic language, and lexical range is adequate rather than ambitious.
<b>Organisation and Coherence</b>	7	The article is well organised with clear paragraphing and logical progression. Cohesive devices are used accurately (in short, this skill has also), though the range is limited and somewhat formulaic.
<b>Total Score</b>	26/32	

## Item 3

Write a letter to an English-speaking friend about learning a new skill or hobby.

Explain why you started it and describe your progress so far.

**Write between 150 and 200 words.**

### > First Sample Answer

Hi Sarah,

I hope you're doing well! I wanted to tell you about something new—I've started learning how to play the guitar.

I've always liked music, and after watching a few online videos, I felt inspired to give it a try. I bought a second-hand guitar and started following a beginner's course online. At first it was a bit frustrating because my fingers hurt and I kept getting the chords wrong. But after some practice, I can already play a few simple songs.

Learning guitar has been a great way to relax after work. It helps me take my mind off things and feel like I'm doing something creative. I try to practise for 20–30 minutes each evening, and it's slowly becoming a habit.

Next time we meet, maybe I'll be able to play something for you! Let me know what you've been up to lately—I miss our chats.

Take care,  
Lena

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	Task is clearly fulfilled. The candidate describes both why they started and how it's going. The tone is appropriate and consistent. The response is personal and clear, but development stays at surface level.
<b>Accuracy and Range of Grammar</b>	5	Some variety in structure (after watching..., I kept getting...) but many sentences are simple or follow the same pattern. There are some accurate attempts at complex forms, but they lack flexibility.
<b>Accuracy and Range of Vocabulary</b>	5	Mostly safe and familiar vocabulary (chords, creative, practise) with minor repetition (guitar, practice). Some topic-appropriate words used accurately, but overall range is limited.
<b>Organisation and Coherence</b>	5	Clear paragraphing and logical sequencing. Use of basic cohesive devices (at first, after some practice) is appropriate, though not varied or stylistic.
<b>Total Score</b>	21/32	

## **Second Sample Answer**

Hi Sarah,

Hope you're well! I wanted to share something new I've been doing—I recently started taking pottery classes, and it's been a really rewarding experience so far.

I signed up mainly because I wanted a break from screens and something more hands-on. After years of working in front of a computer, I realised I was missing that feeling of making something physical. Pottery seemed like a good mix of creativity and challenge, and so far, it's lived up to that.

The first few lessons were tough—I struggled to centre the clay and ended up with some strange shapes! But now I've started to get the hang of it, and I even made a bowl I'm not totally embarrassed to show people. It's been great for switching off mentally and reconnecting with a different side of myself.

I've also met a lovely group of people in the class, which has made it even more enjoyable. Hopefully I'll have a few pieces to show you next time we meet!

What's new on your side? Write soon!

Take care,  
Lena

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	Both content points are addressed with appropriate tone and some reflection. The piece is engaging and effective, but doesn't show deeper development or nuanced insight that would justify a top mark.
<b>Accuracy and Range of Grammar</b>	6	A good range of forms with strong control (has been a rewarding experience, I've started to get the hang of it), but sentence structures are not especially varied or stylistically flexible.
<b>Accuracy and Range of Vocabulary</b>	6	Fluent and natural vocabulary (rewarding, hands-on, reconnecting, strange shapes), but largely general. No noticeable idiomatic use or stylistic flair that would push toward higher bands.
<b>Organisation and Coherence</b>	7	Paragraphing is well managed and transitions are smooth (hopefully, which has made it more enjoyable, after years of). Cohesion is strong but conventional.
<b>Total Score</b>	26/32	

## Item 4

Write a story about a time when someone had to manage their money carefully.

Describe the situation that caused the problem and explain how it was solved.

**Write between 150 and 200 words.**

### > First Sample Answer

Tom had always enjoyed shopping. Whenever he received his salary, he bought new clothes, gadgets, or went out with friends. He rarely checked his bank account because he believed there would always be enough money.

One month, however, things changed. After paying his rent and bills, Tom realised he didn't have enough money left for food or transport. He had spent too much on things he didn't really need. Feeling stressed and embarrassed, he had to borrow money from his sister.

This experience was a turning point. Tom started writing down his expenses and planning a monthly budget. At first, it felt restrictive, but soon he noticed he was saving more and worrying less. He also learned to think carefully before buying anything.

In the end, Tom understood that money should be managed wisely. Spending can be fun, but responsibility is more important. From that day on, he treated his finances with much greater care.

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	Both content points are clearly addressed. The story is logically developed with a clear problem and lesson. Development is adequate but straightforward.
<b>Accuracy and Range of Grammar</b>	5	A range of simple and some complex structures is used accurately (whenever he received..., after paying..., he realised...). Limited structural flexibility.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is appropriate and clear (turning point, restrictive, expenses), but mostly general and repetitive (money, spending).
<b>Organisation and Coherence</b>	6	Clear narrative progression and paragraphing. Cohesive devices are used appropriately but predictably.
<b>Total Score</b>	22/32	

## **Second Sample Answer**

For years, Daniel believed that money was meant to be enjoyed, not saved. Each payday felt like a reward, and within days he would treat himself to expensive dinners, new trainers, or weekend trips he hadn't really planned.

The problem began when his car suddenly broke down. The repair bill was far higher than he expected, and when he checked his bank account, he realised he had nothing set aside. For the first time, his careless spending had real consequences. He felt frustrated with himself and anxious about how he would manage.

That evening, Daniel sat down and reviewed his finances carefully. He created a realistic budget and opened a separate savings account for emergencies. Although adjusting his habits wasn't easy, he gradually found satisfaction in watching his savings grow.

The experience changed his perspective completely. He still enjoys spending occasionally, but he now sees money as a tool for stability rather than instant pleasure. Learning to plan ahead gave him not only financial security, but peace of mind.

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	The task is fully addressed with clear development of character and reflection. The change in attitude is convincingly explored.
<b>Accuracy and Range of Grammar</b>	7	Good range of complex structures (when he checked..., although adjusting..., rather than...). Control is strong but structures remain fairly conventional.
<b>Accuracy and Range of Vocabulary</b>	7	Lexical choice is fluent and precise (careless spending, realistic budget, financial security, peace of mind). Some repetition, but overall strong range.
<b>Organisation and Coherence</b>	7	Well-structured narrative with smooth progression and effective cohesion. Logical and controlled throughout.
<b>Total Score</b>	28/32	

## Item 5

Write an article for a student magazine about a website you use often. Describe what you use it for and explain why you would recommend it to others.

**Write between 150 and 200 words.**

### > First Sample Answer

Why I Always Use Rym

One website I use almost every day is Rym. It's a free productivity platform that helps me stay organised with my studies and personal life. I use it to keep track of assignments, take notes, and plan my week. I like that I can create different pages for each subject and customise them how I want.

Rym is useful because it puts everything in one place. Instead of using separate apps for notes, calendars, and to-do lists, I can just use Rym. It's also available on my phone, which means I can check my tasks and add reminders while I'm travelling or in class.

I would recommend Rym to any student who wants to manage their time better. At first, it takes a little time to learn how to use all the features, but after that, it's easy and very flexible. It's also great for group projects because you can share pages and edit them together.

Overall, it helps me feel more in control of my schedule and less stressed about deadlines.

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	Both content points are clearly addressed and supported with relevant examples. The article is appropriate for a student magazine and the reader is well informed. However, ideas are developed in a straightforward, descriptive way, with limited evaluation or depth.
<b>Accuracy and Range of Grammar</b>	5	The candidate uses mainly simple sentence structures with some successful attempts at complex forms (e.g. relative clauses, conditionals). Control is generally good, but sentence patterns are repetitive and cautious, limiting flexibility.
<b>Accuracy and Range of Vocabulary</b>	5	Vocabulary is appropriate and clear for the topic (organised, track, reminders, flexible), but largely common and functional. There is noticeable repetition (use, helps, manage), with little evidence of less common or more precise lexical choices.
<b>Organisation and Coherence</b>	6	The text is logically organised with clear paragraphing and basic cohesive devices (instead of, also, overall). Cohesion is effective but predictable, with limited range of linking expressions.
<b>Total Score</b>	22/32	

## **Second Sample Answer**

### The Website That Keeps Me Focused

Balancing deadlines, notes, and personal tasks as a student can be overwhelming. That's why I rely on Tallo—a flexible project management website that helps me organise almost every part of my academic life.

I use Tallo to manage coursework, track project progress, and plan weekly goals. Its card system makes it easy to break down big assignments into smaller, manageable steps. You can add checklists, deadlines, and even colour-coded labels, which helps me prioritise and visualise my workload clearly. I also sync it across devices so I can update my boards from anywhere.

What sets Tallo apart is how adaptable it is. Whether you're managing a solo study plan or coordinating with a group, it's simple yet powerful. I've even used it to organise part-time work schedules and personal goals.

For students juggling multiple responsibilities, I'd highly recommend it. The interface is intuitive, and it encourages you to think strategically about how you use your time.

In short, Tallo has changed the way I work—it doesn't just keep me organised; it helps me stay focused and productive every day.

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	8	Task is fully addressed with clarity and depth. The article is informative and persuasive, with a well-developed viewpoint and audience awareness. Tone is natural and consistently appropriate.
<b>Accuracy and Range of Grammar</b>	7	A wide range of grammatical forms is used flexibly (whether you're managing..., it encourages you to...). Occasional safe structures and phrasing prevent a perfect score.
<b>Accuracy and Range of Vocabulary</b>	8	Lexical choices are precise and fluent (flexible, intuitive, manageable, visualise, strategically). Collocations and phrasing are natural throughout. The language is idiomatic but controlled.
<b>Organisation and Coherence</b>	8	Structure is sophisticated and cohesive. Paragraphing supports progression of ideas. Transitions are smooth and logical. Overall flow is natural and well managed.
<b>Total Score</b>	31/32	

## Item 6

Write an e-mail to an English-speaking friend about a visitor to your workplace or school.  
Explain the reason of their visit and describe what you learnt from it.

**Write between 150 and 200 words.**

### > First Sample Answer

Subject: Guess who visited our office!

Hi Alex,

I wanted to tell you about an interesting visit we had at work last week. A manager from our company's head office came to meet the team and talk about changes in the company. He was very friendly and seemed interested in what we do.

He explained some new projects that will start soon and answered a lot of our questions. I learned a lot about how decisions are made in the head office and how our work fits into the bigger picture. It helped me understand that even small tasks can have a big impact when they're part of a larger plan.

I also learned how important communication is in a big organisation. It was good to see a manager take time to meet the team and listen to our ideas. I feel more motivated now!

Anyway, I hope things are going well for you. Let me know if you've had any interesting visitors recently!

Take care,  
Sam

## Examiner's Comments (B2)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	6	Fully addresses both content points. Tone is appropriate and consistent for an email to a friend. The message is informative and relevant, though development is mainly straightforward.
<b>Accuracy and Range of Grammar</b>	5	Uses a range of simple and some complex structures (e.g. how our work fits into the bigger picture). Grammar is mostly accurate, but sentence structure is a little repetitive and cautious.
<b>Accuracy and Range of Vocabulary</b>	6	Vocabulary is generally varied (manager, head office, motivated, communication). There's some repetition (learned, important), and use of collocations is safe but accurate.
<b>Organisation and Coherence</b>	5	The email is clearly structured, with logical sequencing and appropriate paragraphing. Cohesive devices are used effectively (also, anyway, even), though not flexibly.
<b>Total Score</b>	22/32	

## **Second Sample Answer**

Subject: A surprise guest at work!

Hey Alex,

I had to tell you about something unexpected that happened at work this week. Our company invited a guest speaker—a well-known entrepreneur who started her own tech business and now works with young professionals. She came to share her experiences and talk about staying motivated in challenging times.

Her talk was incredibly inspiring. She spoke honestly about her failures as well as her successes, which made everything feel more real. I learned a lot about resilience and how important it is to keep learning, especially when things don't go to plan. One thing she said that stuck with me was: "Growth happens when you're uncomfortable." It really made me reflect on how I deal with setbacks.

Afterwards, there was a short Q&A session, and I even got to ask a question about leadership! I left the session feeling encouraged and more confident in my goals.

Have you ever had someone visit your workplace who really made an impact? Would love to hear about it!

Speak soon,  
Sam

## Examiner's Comments (C1)

Criteria	Mark	Examiner's Comments
<b>Task Fulfilment</b>	7	The task is fully addressed, both points clearly covered. The message is engaging and informative. However, while the tone is appropriate and friendly, the level of insight and development, though good, isn't consistently deep or layered.
<b>Accuracy and Range of Grammar</b>	7	A good variety of grammatical forms is used flexibly and mostly accurately. The range includes relative clauses, conditionals, embedded phrases. Still, sentence patterns lean safe at times, and some complexity is underexploited.
<b>Accuracy and Range of Vocabulary</b>	7	Vocabulary is precise and fluent. There are useful topic-specific and general-purpose expressions (resilience, setbacks, reflect on), but idiomatic and stylistic choices remain within the comfort zone.
<b>Organisation and Coherence</b>	7	The message is well organised with coherent flow and appropriate paragraphing. Cohesive devices are well managed (afterwards, especially, which made everything feel more real), though their range is not wide or stylistically varied.
<b>Total Score</b>	28/32	

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