

English Skills Test

Business

Listening

Why take an adaptive test?

- Your adaptive test is **personalised**. Some questions might be easy, and some will be more difficult. Your questions are chosen based on your previous answers.
- An adaptive test will give you an **accurate result** and a **better test experience** because it is tailored to your level.
- Your Listening test usually takes approximately 20–45 minutes, depending on your level. However, it could be shorter or longer than this.
- Your results will be available **immediately after** you complete the test.

What do I need to know about my test?

- Look at the [sample test](#) to become familiar with the tasks. The sample test is **not** adaptive. It shows you all the different types of tasks in the Cambridge English Skills Test: Business. When you take your real test, you will see some of these tasks, but **not all** of them. The tasks you see will depend on your level.
- Before answering a question, read the task instructions and any context information about the listening audio. This will help your understanding.
- You can change your answer to any question on the same screen.
- Check all your answers carefully before you click on the arrow to move to the next screen. However, do not take too long to read through everything again, try to keep moving at a good, steady pace.
- When you click forward to the next screen, you will not be able to go back.



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Task type 1	<p>(Listening) One-Question Multiple Choice with pictures</p> <p>For this question, choose the correct answer. You have 10 seconds to read the question. You will hear the recording twice.</p> <p>1 A man is talking about his company's sales. Which chart is he referring to?</p> <div><div><table><thead><tr><th>Month</th><th>Sales (thousands)</th></tr></thead><tbody><tr><td>April</td><td>20</td></tr><tr><td>May</td><td>40</td></tr><tr><td>June</td><td>40</td></tr></tbody></table></div><div><table><thead><tr><th>Month</th><th>Sales (thousands)</th></tr></thead><tbody><tr><td>April</td><td>20</td></tr><tr><td>May</td><td>40</td></tr><tr><td>June</td><td>20</td></tr></tbody></table></div><div><table><thead><tr><th>Month</th><th>Sales (thousands)</th></tr></thead><tbody><tr><td>April</td><td>40</td></tr><tr><td>May</td><td>40</td></tr><tr><td>June</td><td>20</td></tr></tbody></table></div></div> <p><input type="radio"/> <input type="radio"/> <input type="radio"/></p>	Month	Sales (thousands)	April	20	May	40	June	40	Month	Sales (thousands)	April	20	May	40	June	20	Month	Sales (thousands)	April	40	May	40	June	20
Month	Sales (thousands)																								
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June	20																								
No. of questions in task	1																								
Testing focus	Listening to identify simple information with the help of pictures																								
Advice	<ul style="list-style-type: none">You have 10 seconds to read the task information, question and options.Look at each picture carefully and think of the words which describe the pictures.Listen to the whole audio carefully.Choose the correct answer.The audio will automatically play two times. You can click on the arrow to move on to the next question when you are ready.																								
Preparation	<ul style="list-style-type: none">Listen to people making plans, talking about likes and dislikes, giving information about holidays, free time and studies.Cambridge English has a variety of activities to help you with pronunciation.Tip: Review vocabulary you have learned in class and focus on the pronunciation of the words.																								



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Task type 2	<p>(Listening) One-Question Multiple Choice</p> <div> <p>For this question, choose the correct answer. You have 10 seconds to read the question. You will hear the recording twice.</p> <p>Listen to a man talking about mistakes in business.</p> </div> <p>2 What advice does the man give about mistakes in business?</p> <p><input type="radio"/> Identify the person responsible.</p> <p><input type="radio"/> Take measures to avoid repeating mistakes.</p> <p><input type="radio"/> Deal with the issues as quickly as possible.</p>
No. of questions in task	1
Testing focus	Understanding information in longer audios and piecing together information from non-consecutive chunks of language
Advice	<ul style="list-style-type: none"> You have ten seconds to read the scene setter, questions and options. Listen to the whole audio carefully. Choose the correct answers. The audio will automatically play two times. You can click on the arrow to move on to the next question when you are ready.
Preparation	<ul style="list-style-type: none"> Listen to conversations in English – people giving opinions, saying how they feel about something, explaining reasons for doing something, agreeing or disagreeing with others. Tip: Listen to a variety of podcasts, news reports and online tutorials in English.

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Task type 3	<p>(Listening) Five-Question Multiple choice</p> <p>For these questions, choose the correct answer. You have 45 seconds to read the questions. You will hear the recording twice.</p> <p>Improving presentation skills</p> <p>3 What does the speaker say is the most common mistake people make when delivering presentations?</p> <p><input type="radio"/> forgetting to make a key point</p> <p><input type="radio"/> getting the timing wrong</p> <p><input type="radio"/> reading from notes</p> <p>4 What did the speaker learn from the course on public speaking?</p> <p><input type="radio"/> that he repeats certain words too often</p> <p><input type="radio"/> that his clothes were too casual</p> <p><input type="radio"/> that he uses gestures too much</p> <p>5 What effect did the feedback have on the speaker's presentation skills?</p> <p><input type="radio"/> It made him self-conscious and uncomfortable.</p> <p><input type="radio"/> It made him focus more carefully on preparation.</p> <p><input type="radio"/> It made little difference to his performance.</p> <p>6 How did the speaker overcome his fear of public speaking?</p> <p><input type="radio"/> by forcing himself to speak at large events</p> <p><input type="radio"/> by repeating the same talk several times</p> <p><input type="radio"/> by gradually building up his confidence</p> <p>7 Why does the speaker believe online self-help tools are more effective for improving presentation skills?</p> <p><input type="radio"/> It is easier to identify problem areas.</p> <p><input type="radio"/> Less time is wasted.</p> <p><input type="radio"/> It is a more enjoyable way to learn.</p> <p>8 What tip does the speaker give for conference presenters who are nervous?</p> <p><input type="radio"/> find somewhere quiet to relax</p> <p><input type="radio"/> get to the venue early</p> <p><input type="radio"/> chat to the audience informally</p>
No. of questions in task	5 (with 3 or 4 multiple choice options)
Testing focus	Understanding information in longer audios with one, two or three people speaking about a wide range of topics
Advice	<ul style="list-style-type: none"> • You have 45 seconds to read the task instructions, questions and options. • The answers to the questions are in the same order in the audio. • Try to identify 'cues' as you listen. These are words or phrases which signal the question you should answer. • Try to answer the questions as you listen but move on to the next question if you hear the next cue. You will be able to listen a second time. <p>The audio will automatically play two times. You can click on the arrow to move on to the next question when you are ready.</p>



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Preparation	<ul style="list-style-type: none">• Listen to a variety of talks, interviews, conversations and debates. Choose topics that you find interesting.• Tip: Listen with a friend and have a discussion afterwards. This will also help you to practice speaking.
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Task type 4	<p>(Listening) Two-Question Multiple Choice</p> <p>For these questions, choose the correct answer. You have 15 seconds to read the questions. You will hear the recording twice.</p> <p>Listen to a podcast interview about turning a hobby into a business.</p> <p>9 What first gave Lisa the idea of turning her hobby into a business?</p> <p><input type="radio"/> People were asking her for advice on an area of expertise.</p> <p><input type="radio"/> She found she was spending as much time on her hobby as on her job.</p> <p><input type="radio"/> It was suggested by an enthusiastic family member.</p> <p>10 What is Lisa's advice for people who want to turn their hobby into a business?</p> <p><input type="radio"/> Use your enjoyment of your hobby as motivation to succeed in business.</p> <p><input type="radio"/> Do something different from what other businesses are doing.</p> <p><input type="radio"/> Provide something that you would like to buy as a consumer.</p>
No. of questions in task	2
Testing focus	Understanding information in longer audios with one, two or three people speaking about a wide range of topics
Advice	<ul style="list-style-type: none"> You have 15 seconds to read the task instructions, questions and options. Listen to the whole audio carefully. Choose the correct answer for each question. The audio will automatically play two times. You can click on the arrow to move on to the next question when you are ready.
Preparation	<ul style="list-style-type: none"> Listen to a variety of talks, interviews, conversations and debates. Choose topics that you find interesting. Tip: Listen with a friend and have a discussion afterwards. This will also help you to practice speaking.



Task type 5

(Listening) One-Task Multiple Matching

For this question, click in the correct box for each speaker. You have 45 seconds to read the question and look at the table. You will hear the recording twice.
Listen to five short extracts in which people are talking about what they learned from the work experience they did.

What did each speaker learn from the work experience they did?

	Speaker 1	Speaker 2	Speaker 3	Speaker 4	Speaker 5
the importance of being able to work with different people					
how to be mentally stronger					
the value of hard work					
how to find timely solutions to problems					
the need to view the world of work in a different way					
the nature of appropriate workplace behaviour					
how successful leaders motivate staff in the workplace					
how to evaluate the importance of different tasks					

No. of questions in task

5

Testing focus

Understanding the main ideas in short monologues

Advice

- You have 45 seconds to read the task instructions, question and options.
- Listen to each speaker fully before choosing an option.
- The audio will automatically play two times. You can click on the arrow to move on to the next question when you are ready.

Preparation

- Listen to podcasts where they have variety of guests talking about the same topics. Do they have similar/different opinions/experiences? What do you think about what they say?
- Tip: Popular podcasts often have online forums where people discuss different episodes. Get involved in the discussion.

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Task type 6	<p>(Listening) Sentence Completion</p> <p>For these questions, complete the sentences with no more than three words in each gap. You have 45 seconds to read the sentences. You will hear the recording twice.</p> <p>Listen to a woman called Anita Roy talking about being in charge of her firm's move to new premises.</p> <p>Moving premises</p> <p>Anita drew up a timetable for the move that included what she calls a 16 for each major task.</p> <p>Anita favoured regular 17 to keep staff updated on details of the move.</p> <p>Anita supports the idea of using the move as a potential 18 opportunity.</p> <p>Anita says she regrets the lack of a 19 for the IT transfer.</p> <p>Anita says the use of crates with 20 was helpful for transporting company documents.</p>
No. of questions in task	5
Testing focus	Listening for and writing down specific information from an extended monologue
Advice	<ul style="list-style-type: none"> You have 45 seconds to read the task instructions and sentences. Think about what word might fill the gap grammatically or logically. For example, are you listening for a noun, verb or adjective? Are you listening for an opinion or factual information? Try to identify 'cues' as you listen. These are words or phrases which signal which question you should answer. The answer will be one, two or three words. Don't try to write long answers. Don't repeat information that is already included in the gapped sentence. All of the answers will be words that are spoken in the recording, so only use the exact word(s) that you hear. Listen again to check your answers, including the correct spelling.
Preparation	<ul style="list-style-type: none"> Listen to talks, lectures or tutorials which interest you. Make notes on the main ideas and then listen again using subtitles or the transcript. Did you get the main points? Tip: Talk to someone you know about what you listened to. It would be best to do this in English, but you can speak to them in your own language. The main purpose is to communicate something that you have heard in English.