**Use the QUICK CHECK to help you decide what support is best for you**

1. Note down your answers to both parts of the QUICK CHECK QUESTIONS (on page 2)
2. Compare them to the KEY (on page 3) and give marks as indicated.
3. Follow the advice below which fits your results:

If you scored **more than 21**

► You might find some of the Language Centre’s Academic Literacy Workshops interesting, but for writing support have a look at Organisational Development and Professional Learning (OD&PL)’s PGR courses.

If you scored **between 15 and 21**

►You might want to register for the Language Centre’s **Core Language Skills 2** Writing Course and/or Workshops.

If you scored **14 and under**

►You might benefit from registering for the Language Centre’s **Core Language Skills 1** Writing Course and Workshops.

**QUICK CHECK**

**Task 1. Change the form of the root words in capital letters on the right of the text so that it fits grammatically in the numbered space on the same line. The first three have been done as examples.**

|  |  |
| --- | --- |
| A very wide **1**. **variety** of English language examinations | 1. **~~VARY~~** |
| exists, providing **2. qualifications** for a large number of different | 1. **~~QUALIFY~~** |
| purposes. For example, an **3. employer** who wants to be | 1. **~~EMPLOY~~** |
| sure that an **4**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for a position as a sales | 1. **APPLY** |
| **5**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has the English language skills necessary for | 1. **REPRESENT** |
| the job can insist on the **6**. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ that candidates should | 1. **REQUIRE** |
| have achieved a **7**. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ level in a test of business | 1. **SATISFY** |
| English. Through the accurate **8**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of a language | 1. **ASSESS** |
| learner’s current level, such tests also **9**. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | 1. **ABLE** |
| decisions to be made about the **10.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of course | 1. **LONG** |
| needed for a learner to reach an adequate level of **11**. \_\_\_\_\_\_\_\_\_\_\_\_\_\_. | 1. **PROFICIENCY** |
| Matching the period of **12**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to the learner’s level in this | 1. **TRAIN** |
| way can allow instruction to be provided more **13**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. | 1. **ECONOMY** |

**Task 2**. **Read sentence a in each question carefully. Then complete sentence b so that both sentences have the same meaning.**

**Example: a. Working under such conditions is difficult.**

**b. It** is difficult to work under such conditions.

1a. I’ve never been to Leeds before  
1b. This is the first time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

2a. Yesterday’s severe weather conditions led to several serious accidents.  
2b. Several serious accidents\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

3a. Analysing the results produced some useful conclusions.  
3b. Careful \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

4a. You can borrow books between 9.00am and 8.00pm.  
4b. Books \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

5a. Although she read the book three times, she could not remember its main arguments.  
5b. Despite\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

6a. They missed the lecture because they didn’t know about the timetable change.  
6b. If they \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  
  
7a. The question was so difficult the students could not answer it.  
7b. the question was too difficult\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

***QUICK CHECK* KEY**

**Task *1 ONE POINT PER CORRECT ANSWER : MAX = 10 POINTS***

|  |  |
| --- | --- |
| A very wide 1. variety of English language examinations | 1. **VARY** |
| exists, providing 2. qualifications for a large number of different | 1. **QUALIFY** |
| purposes. For example, an 3. employer who wants to be | 1. **EMPLOY** |
| sure that an **4**. **applicant** for a position as a sales | 1. **APPLY** |
| **5.representative** has the English language skills necessary for | 1. **REPRESENT** |
| the job can insist on the **6**. **requirement** that candidates should | 1. **REQUIRE** |
| have achieved a **7**. **satisfactory** level in a test of business | 1. **SATISFY** |
| English. Through the accurate **8**. **assessment** of a language | 1. **ASSESS** |
| learner’s current level, such tests also **9**. **enable** | 1. **ABLE** |
| decisions to be made about the **10.** **length** of course | 1. **LONG** |
| needed for a learner to reach an adequate level of **11**. **proficiency**. | 1. **PROFICIENCY** |
| Matching the period of **12**. **training** to the learner’s level in this | 1. **TRAIN** |
| way can allow instruction to be provided more **13**. **economical**. | 1. **ECONOMY** |

**TASK 1 TOTAL POINTS**: □

**Task 2 ONE POINT PER PART OF ANSWER AS INDICATED: MAX = 15 POINTS**

1a. I have never been to Leeds before  
1b. This is the first time **I have (ever) (1) been to Leeds (1).**   
  
2a. Yesterday’s severe weather conditions led to several serious accidents.  
2b. Several serious accidents **were caused (1) by yesterday’s severe weather conditions (1)**.   
  
3a. Analysing the results produced some useful conclusions.  
3b. Careful **analysis (1) of the results produced some useful conclusions (1).**   
  
4a. You can borrow books between 9.00am and 8.00pm.  
4b. Books **can (1) be borrowed between 9.00am and 8.00pm (1).**  
  
5a. Although she read the book three times, she could not remember its main arguments.  
5b. Despite **reading (1) the book three times, she could not remember its main arguments (1).**6a. They missed the lecture because they did not know about the timetable change.6b. If they **had known about the timetable change (1), they would not (1) have missed the lecture (1).** 7a. The question was so difficult the students could not answer it.7b. the question was too difficult **for the students (1) to answer (1).**

**TASK 2 TOTAL POINTS: □**

**TASK 1 + 2 TOTAL POINTS:**