



## FCE Use of English Overview Activity – teacher’s notes

### Description

A group discussion task to give students an overview of the Use of English paper.

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**Time required:** 20–25 minutes

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**Additional materials required:**

- copy of answer key

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**Aims:**

- to familiarise students with the FCE Use of English paper and the strategies needed to tackle this type of task.

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### Procedure

1. Brainstorm orally any factual information the participants know about the FCE Use of English paper for a few minutes.
2. Divide the group into pairs or small groups. Give each group a copy of the worksheet. Explain that they have to divide the information on the page into the four sections of the Use of English paper, plus a fifth section which is the paper as a whole, and a sixth section for common pitfalls. For example, “45 minutes” is the whole paper, and “multiple-choice cloze” is Part 1. Emphasise that it doesn’t matter if they can’t place all the information; they should do as much as they can. Some information may be used twice.
3. Set an appropriate time limit, according to how much your group can do. When they have done as much as they can, ask them to leave their answers clearly visible on their desk so that they can be read by ‘visitors’ to the desk. Send everyone out to ‘steal’ answers from other groups: that is, to find out things they didn’t know. At the same time, they will be confirming their own answers, or finding mistakes! Set a time limit.
4. Give out the answer sheet to all participants and answer any questions that have come up.

### Variation

You could give each participant two or three pieces of information on cards, depending on how many there are in your group, and have them put the cards into the correct section.

### Suggested follow-up activity

You could ask participants if any of the information they read about surprised them. This is a useful way of revisiting the information. You could also give them a sample of a Use of English paper so that they can see the format for themselves. See pages 44-46 and 48–50 of the FCE handbook.



## FCE Use of English Overview Activity – answer keys

### Key to Student's worksheet

Whole paper	<ul style="list-style-type: none"><li>• four parts</li><li>• write the answers on an answer sheet</li><li>• 45 minutes</li></ul>
Common pitfalls	<ul style="list-style-type: none"><li>• not reading the words after the gaps in Parts 1 and 2</li><li>• not spelling words correctly</li><li>• writing more than five words in Part 4</li><li>• not paying attention to the title of the texts in Parts 1, 2 and 3</li><li>• spending too long on one section</li></ul>
Part 1	<ul style="list-style-type: none"><li>• 12 questions</li><li>• 1 mark each</li><li>• a text with gaps</li><li>• four options</li><li>• emphasis on grammar and vocabulary</li><li>• multiple-choice cloze</li></ul>
Part 2	<ul style="list-style-type: none"><li>• 1 mark each</li><li>• 12 questions</li><li>• a text with gaps</li><li>• one word only</li><li>• open cloze</li></ul>
Part 3	<ul style="list-style-type: none"><li>• word formation</li><li>• 1 mark each</li><li>• a text with gaps</li><li>• one word only</li><li>• 10 questions</li><li>• emphasis on vocabulary</li></ul>
Part 4	<ul style="list-style-type: none"><li>• 2 marks each</li><li>• complete a gapped response using a key word</li><li>• eight questions</li><li>• between two and five words</li><li>• key word transformations</li></ul>



### FCE Use of English Overview Activity– Student’s Worksheet

Look at these pieces of information about the FCE Use of English paper. Can you group them into six sections, one for information about the whole paper, one for common mistakes and one each for the four parts of the paper? Put your answers into the table below.

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- one word only
  - two marks each
  - not spelling words correctly
  - word formation
  - complete a gapped response using a key word
  - 1 mark each
  - not reading the words after the gaps in Parts 1 and 2
  - transform the stem word
  - 12 questions
  - emphasis on vocabulary
  - four parts
  - writing more than five words in Part 4
  - a text with gaps
  - four options
  - open cloze
  - eight questions
  - 45 minutes
  - not paying attention to the title of the texts in Parts 1, 2 and 3
  - 10 questions
  - giving two answers in Parts 2 and 4
  - emphasis on grammar and vocabulary
  - between two and five words
  - multiple-choice cloze
  - key word transformations
  - write the answers on an answer sheet
  - spending too long on one section

<b>Whole paper</b>	
<b>Common pitfalls</b>	
<b>Part 1</b>	
<b>Part 2</b>	
<b>Part 3</b>	



<b>Part 4</b>	
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