

AUTO-EVALUATION FOR **ENGLISHXTRA**

Instructions :

1. Print this document. (2 pages)
2. For each question tick a square yes or no.
Answer ALL the questions (42)
3. Count the number of « yes » ticks. This number is your score.
4. Look at your score in the table below.
5. Begin **EnglishXtra** at the level indicated below your score.

Note	1- 6	7-12	13-18	19-24	25-30	31-36	37- 42
Level	1	2	3	4	5	6	7or +

I understand this question and I can, orally:
If you don't understand completely, the answer is "no"!

yes no

Give my name, address and telephone number.	<input type="checkbox"/>	<input type="checkbox"/>
Give instructions to a taxi driver.	<input type="checkbox"/>	<input type="checkbox"/>
Count to 1000.	<input type="checkbox"/>	<input type="checkbox"/>
Ask for and give the time.	<input type="checkbox"/>	<input type="checkbox"/>
Make simple demands (open the window, sit down, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Ask for someone on the telephone.	<input type="checkbox"/>	<input type="checkbox"/>
Make an appointment.	<input type="checkbox"/>	<input type="checkbox"/>
Make reservations (journeys, hotels.)	<input type="checkbox"/>	<input type="checkbox"/>
Make purchases (clothes for example)	<input type="checkbox"/>	<input type="checkbox"/>
Change money at a bank.	<input type="checkbox"/>	<input type="checkbox"/>
Describe my daily routine in present, past and future.	<input type="checkbox"/>	<input type="checkbox"/>
Settle ordinary problems met with on trips, at a hotel.	<input type="checkbox"/>	<input type="checkbox"/>
Show someone round the office, the factory.	<input type="checkbox"/>	<input type="checkbox"/>
Understand the general subject of a workplace conversation.	<input type="checkbox"/>	<input type="checkbox"/>
Give instructions dans in a professional context.	<input type="checkbox"/>	<input type="checkbox"/>
Ask for opinions concerning a decision to be made.	<input type="checkbox"/>	<input type="checkbox"/>
Make a complaint at a hotel, in a shop.	<input type="checkbox"/>	<input type="checkbox"/>
Express some ideas on common subjects: weather, TV, sport,	<input type="checkbox"/>	<input type="checkbox"/>
Ask for a loan, offer help with the appropriate polite expressions.	<input type="checkbox"/>	<input type="checkbox"/>
Organise, by téléphone, details of a meeting or appointment.	<input type="checkbox"/>	<input type="checkbox"/>
Participate actively in a discussion in a professional context.	<input type="checkbox"/>	<input type="checkbox"/>
Explain how to use apparatus (a telephone, photocopier, etc.).	<input type="checkbox"/>	<input type="checkbox"/>
Handle formalities in connection with deliveries, visas, customs etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Detail professional needs (10 hours work will be required to..., We won't have enough of...).	<input type="checkbox"/>	<input type="checkbox"/>
Follow the general lines of a workplace meeting.	<input type="checkbox"/>	<input type="checkbox"/>
Make a simple presentation to a group of people.	<input type="checkbox"/>	<input type="checkbox"/>
Take an active part in social and professional conversations.	<input type="checkbox"/>	<input type="checkbox"/>
Defend a position in a difficult discussion.	<input type="checkbox"/>	<input type="checkbox"/>
Explain, with tact, why I do not agree with my colleagues.	<input type="checkbox"/>	<input type="checkbox"/>
Handle professional situations with a sufficiently precise vocabulary.	<input type="checkbox"/>	<input type="checkbox"/>
Take part in complex conversations with native speakers of the language.	<input type="checkbox"/>	<input type="checkbox"/>
Discuss a project in some detail in a professional context.	<input type="checkbox"/>	<input type="checkbox"/>
Present and summarise my ideas to a group.	<input type="checkbox"/>	<input type="checkbox"/>
Handle a telephone conversation on subjects of general interest.	<input type="checkbox"/>	<input type="checkbox"/>
Express my opinions and defend my ideas in a discussion.	<input type="checkbox"/>	<input type="checkbox"/>
Make a complaint by telephone about a delivery, damaged goods,	<input type="checkbox"/>	<input type="checkbox"/>

inadequate service, etc.

Handle an unhappy client on the phone; find the right words to calm him.

Talk about an aspect of my professional subject to an audience.

Present a project to my superiors.

Make appropriate conversation at business dinners.

Take part in a meeting and intervene when I feel like it.

Discuss the details of a contract or similarly complex document.