

## BEC Speaking test - exam tips

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### Before the test

- **Concentrate on the exam.**
- Don't speak German with your friends in the last 10 minutes before the exam.
- Do **self-talk in English**. Think about something you like in English.

### First part

- Before you go into the exam make sure that you can answer questions about yourself and about your job.
- Answer the questions in **full sentences**. Always add a reason (*because*) or give an example. Don't say just: *Yes. / No. / I think so.*
- **Smile** at the examiner, make **eye contact**.

### Second part

- **Choose quickly.**
- Choose the topic which is easier for you and which you understand entirely.
- Take some notes.
- **Don't speak too fast.**
- When speaking, use your notes and look at the examiner.
- Watch the time and try to finish with a short **concluding** sentence.
- **Keep speaking for one minute**; even you have to repeat some ideas.

### Third part

- When you read the task use this time to think about the different ideas, their advantages and disadvantages.
- Start by offering an opinion. Ask your partner a question.
- Make sure to **talk about most of the suggestions**.
- Add reasons and examples.
- Sometimes it's easier to disagree with your partner than to agree all the time.
- You have to **achieve the task**:  
Watch the time and reach an agreement at the end of 2 minutes.
- **Cooperation** is important. There has to be a discussion:
  - Don't do all the talking yourself.
  - If your partner speaks too much, interrupt politely.