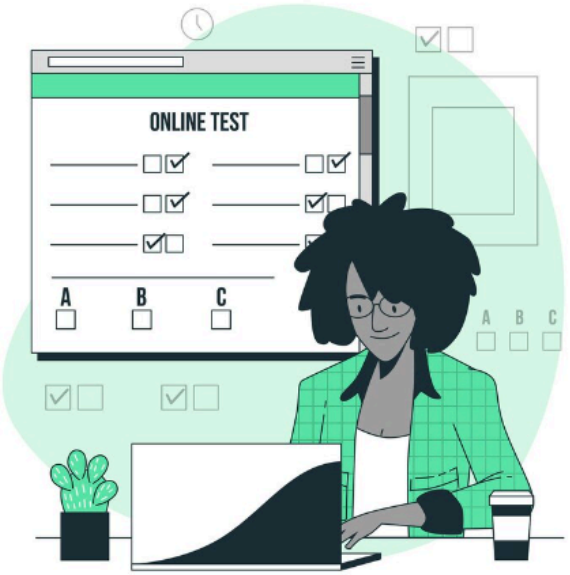
Last Minute English

Duolingo English Test

Guide 2024



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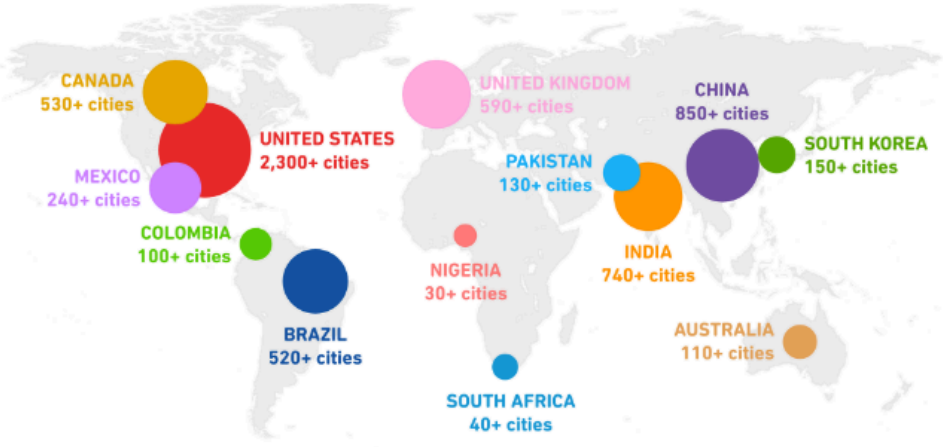
** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

What is the Duolingo English Test?

The Duolingo English Test (DET) is an English Language Proficiency test that you can take at home and entirely online.

- ☑ You will have one hour to complete the test and your results will be ready in 2 days.
- ☑ Certified Duolingo scores are valid for a period of two years.
- ☑ You can buy a test and take it any time in the next 21 days.
- ☑ You can retake the test if you so wish, but you can only purchase 3 tests in any 30 days period.
- ☑ More than 5000 universities and institutions worldwide will accept the DET as proof of your language proficiency. You can send your test results to as many of them as you wish, for free!
- ☑ Test takers are all around the globe, distributed in over 12,000 cities across the world.

Image: Number of Duolingo English Test taker cities in a range of countries and regions



** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

List of Universities that Accept DET*

USA

Institution	Minimum Score
Massachusetts Institute of Technology (MIT)	120 to 125
Harvard University	125
California Institute of Technology (Caltech)	105 to 120
University of Chicago	105
University of Pennsylvania	120
Yale University	120
Columbia University	120
Cornell University	120
University of Michigan-Ann Arbor	105
Johns Hopkins University	120

CANADA

Institution	Minimum Score
University of Toronto	120
McGill University	115
University of British Columbia	100
Université de Montréal	90 to 120
University of Alberta	120
University of Waterloo	120
Western University	100 to 115
University of Calgary	95 to 115
Queen's University at Kingston	95 to 100
Dalhousie University	115

UK

Institution	Minimum Score
Imperial College London	110 to 120
UCL	135
King's College London	115
The University of Warwick	125
University of Glasgow	105

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

University of Southampton	120
University of Birmingham	100 to 120
The University of Sheffield	110 to 120
The University of Exeter	115 to 125
Cardiff University	110 to 140

AUSTRALIA

Institution	Minimum Score
The Australian National University	100
University of New South Wales	100
The University of New South Wales (UNSW Sydney)	100
Monash University	75 to 105
Curtin University	120
Macquarie University	120
Queensland University of Technology (QUT)	80 to 100
Deakin University	85 to 95
Griffith University	110
Swinburne University of Technology	95 to 100

NEW ZEALAND

Institution	Minimum Score
Otago University	110
Massey University	110
Victoria University of Wellington	110

ASIA

Institution	Minimum Score
Ritsumeikan Asia Pacific University (APU) (Japan)	120
Temple University Japan Campus (Japan)	110
University of Aizu (Japan)	100 to 120
The State University of New York, Korea (SUNY Korea)	120
The American University of Afghanistan – Kabul (Afghanistan)	105

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

EUROPE (OUTSIDE UK)

Institution	Minimum Score
European Leadership University (Cyprus)	95 to 115
University of Applied Sciences Europe (Germany)	95
Central European University – Undergraduate Admissions (Hungary)	110
Schiller International University, Paris Campus (France)	95

AFRICA

Institution	Minimum Score
Nelson Mandela University (South Africa)	115
African Leadership University (Rwanda)	100
The University of Hertfordshire – Egypt Branch Hosted by Global Academic Foundation (Egypt)	120
Ryerson University Cairo Campus (Egypt)	115

SOUTH AMERICA

Institution	Minimum Score
Universidad de los Llanos (Colombia)	110
Universidad del Golfo de México Rectoría Centro (Mexico)	90 to 120
Universidad Isaac Newton (Costa Rica)	105
Universidad Católica de Salta (Argentina)	110
Universidad Central de Chile (Chile)	115

*Only up to the 10 most prestigious universities are shown

Requirements & Rules

- You need a computer with a functioning microphone, speakers and camera.
- Your camera needs to be positioned top-centre of your computer screen.
- You need a valid, government issued ID. You will submit a photo of this when setting up your login to the test and you must then hold up at the start of the test.

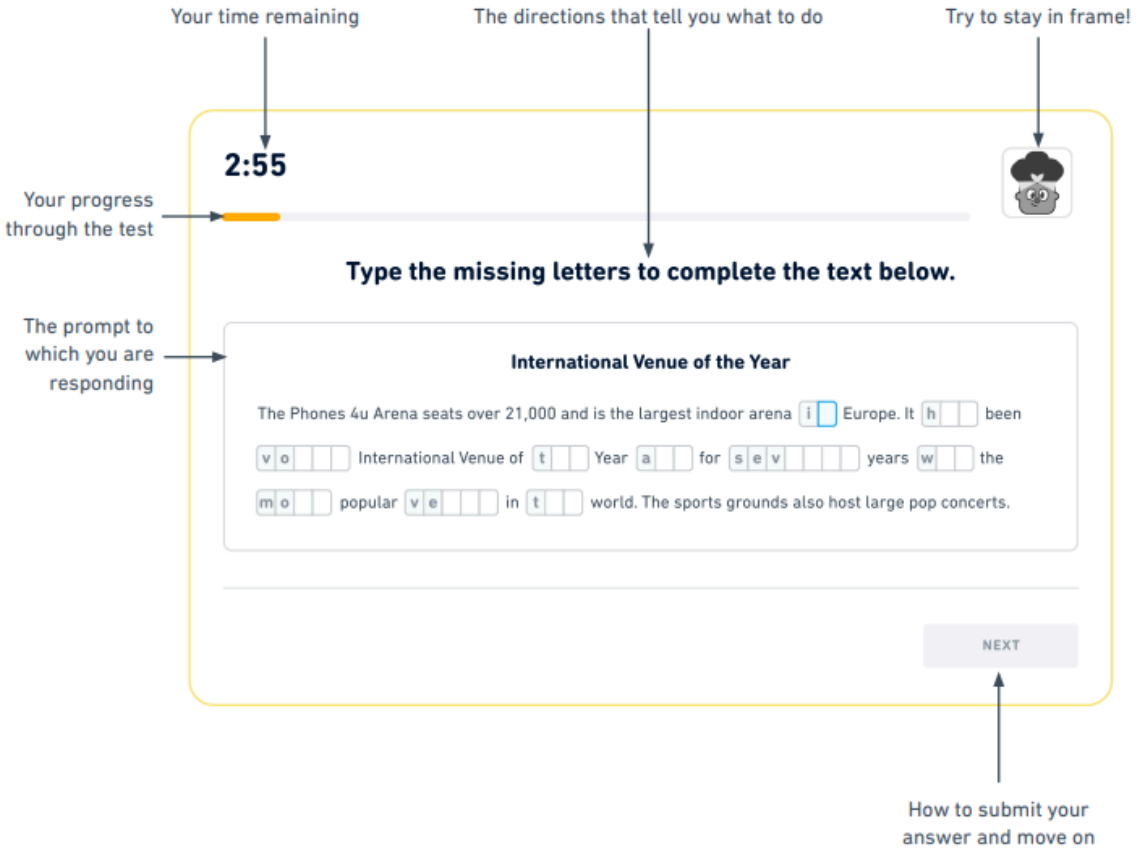
** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

- You need an internet connection with at least 2Mbps download speed and at least 1 Mbps upload speed. It is not recommended that you use a mobile hotspot as your connection.
- You need to stay focused on the screen. Try not to look away, even looking up when thinking about answers needs to be avoided. Small glances down when typing are fine.
- Your ears must be visible and uncovered - no headphones.
- Your face must be visible and unobscured.
- You must be alone for the duration of the test.
- You cannot use a second monitor.
- You must not have any additional materials or any writing implements.
- You cannot navigate away from the test screen at all.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Diagram of a Question

Here's a reference of the parts of each question:



Types of Questions

Throughout the test you will find various types of questions:

- ➔ Read & Complete/Read & Select
- ➔ Listen & Type/Read Aloud
- ➔ Write about a Picture
- ➔ Speak about a Picture
- ➔ Interactive Writing
- ➔ Read, then Speak
- ➔ Listen, then Speak

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

- ➔ Fill In The Blanks
- ➔ Complete the Sentences
- ➔ Complete the Passage
- ➔ Highlight the Answer
- ➔ Identify the Idea/Title the Passage
- ➔ Interactive Listening: Listen and Respond/ Summarize the Conversation
- ➔ Writing/Speaking Sample

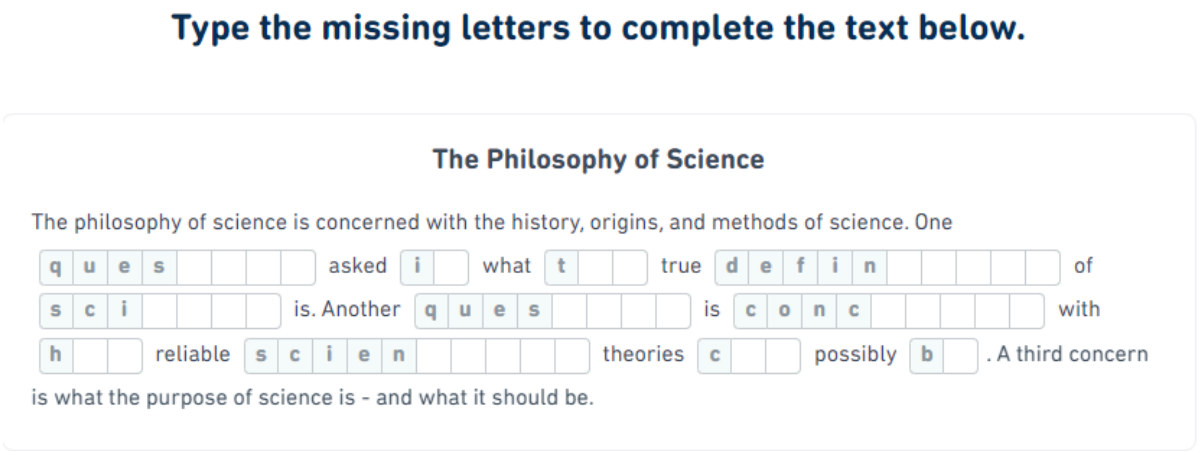
- The different question types will appear one after another and you will never know which question type is coming next.

Question Details

Read & Complete

In this section you are given a text where you have to complete the missing letters.

Time limit: 3 minutes

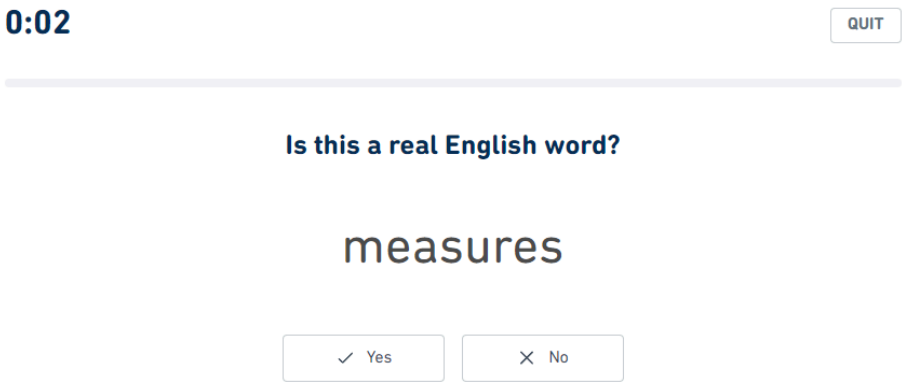


** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Read & Select

In this section you are given a word and you have to decide if it is real or fake.

Time limit: 5 seconds per question Total words: 10



Listen & Type

In this section you will listen to a person speaking and you will have to transcribe what you hear. You can listen to the recording up to three times.

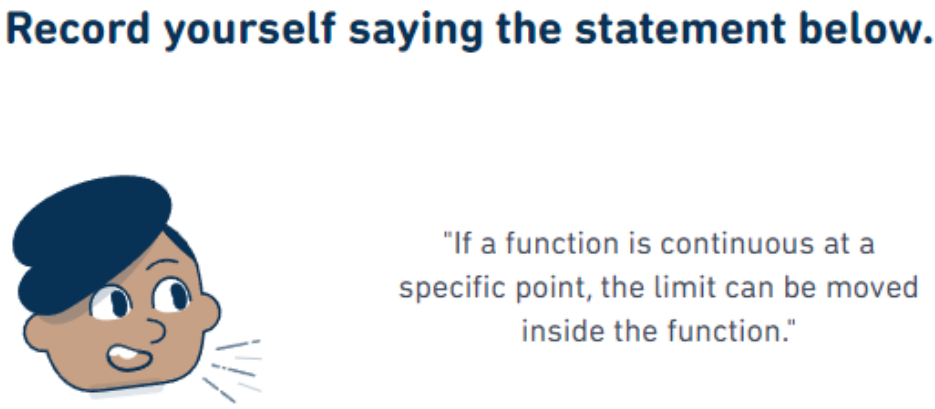
Time limit: 1 minute per question - Total questions: 5

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Read Aloud

In this section you will read a written statement and then and then read it out loud into the microphone.

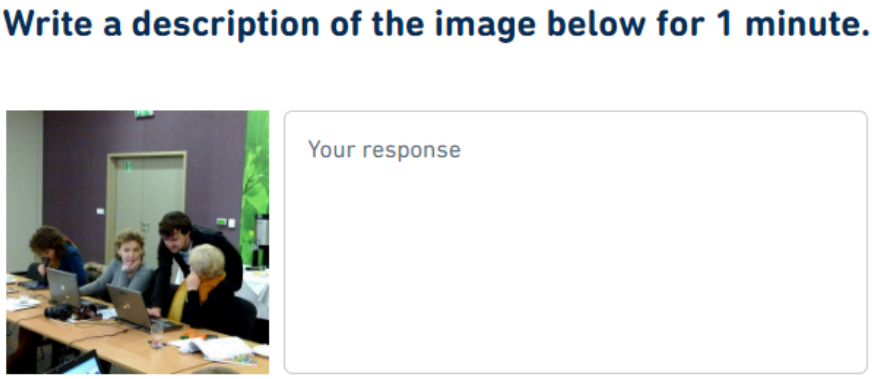
Time limit: 20 seconds per question - Total questions: 5



Write About a Picture

In this section you will see an image on the screen and you will have to write a description of it.

Duration: 1 minute

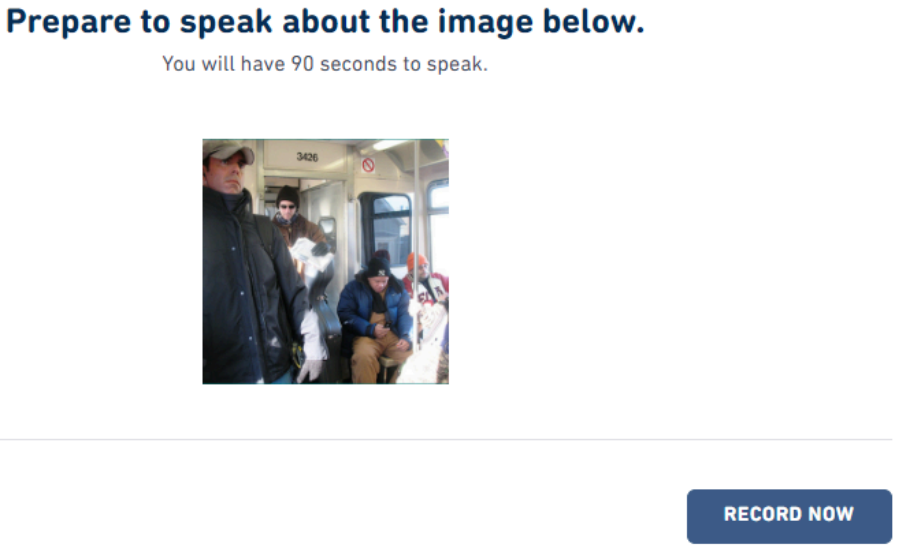


** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Speak About a Picture

In this section you will have to speak about a picture that will appear on the screen. You will have 20 seconds to think about your idea, then the recording will start.

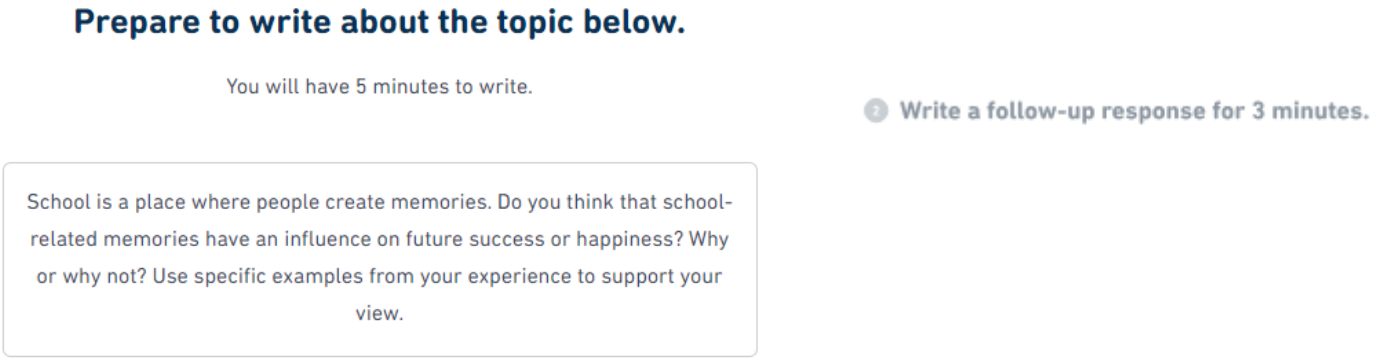
Duration: Minimum 30 seconds - Maximum 1:30 minutes.



Interactive Writing

In this section you will have to write a response to a written prompt, with at least 50 words, for 5 minutes. Then, you will have to write a follow-up response for 3 minutes.

For step 1, you will be given a written prompt. For step 2, you will be given a follow-up prompt based on your initial response.



** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Read, then Speak

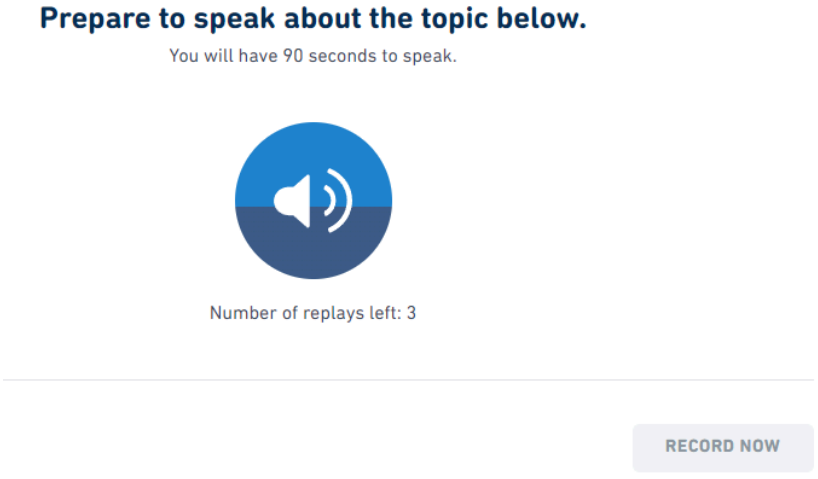
In this section you will have to speak about a written prompt for at least 30 seconds. You will have 20 seconds to think about your idea, then the recording will start.

Duration: Minimum 30 seconds - Maximum 1:30 minutes.

Listen, then Speak

In this section you will have to speak about a prompt you will hear, for at least 30 seconds. You will have 20 seconds to think about your idea, then the recording will start.

Duration: Minimum 30 seconds - Maximum 1:30 minutes.

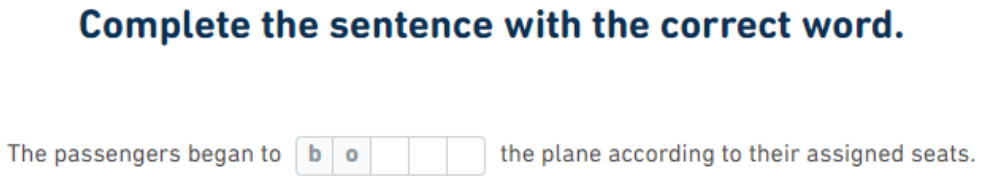


** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Fill In The Blanks

In this section you will have to complete the sentence with the correct word. You will have to use context clues to help you complete the word.

Duration: 20 seconds per question.



Interactive Reading

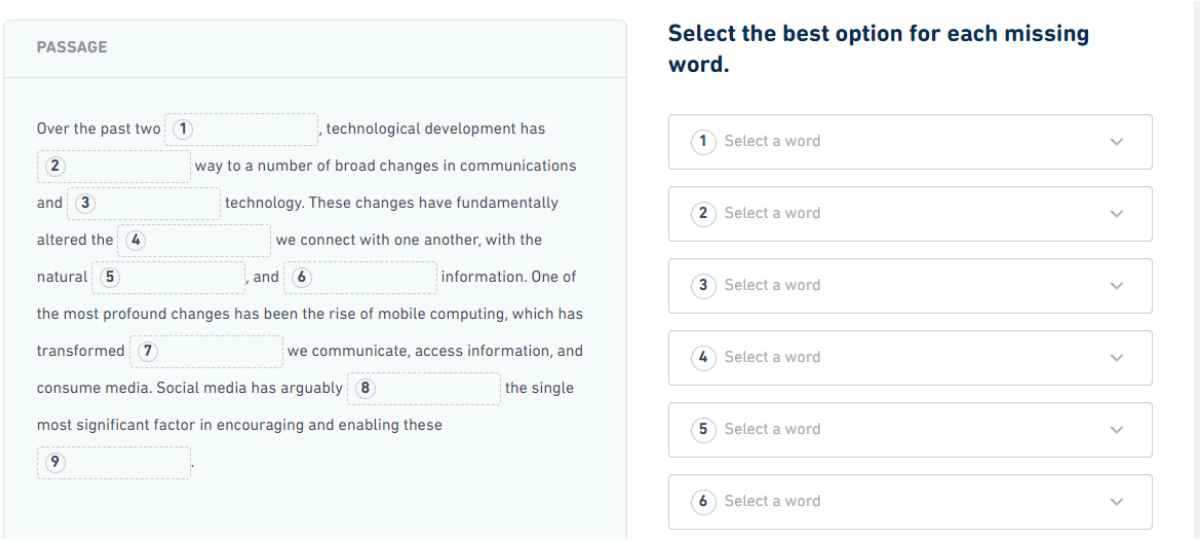
In this section you will have several reading activities. All of them together will have a time limit of 8 minutes.

*Complete the Sentences**

In this section you will have to select the best option to complete each statement.

Duration: *7 or 8 minutes for all the activities.

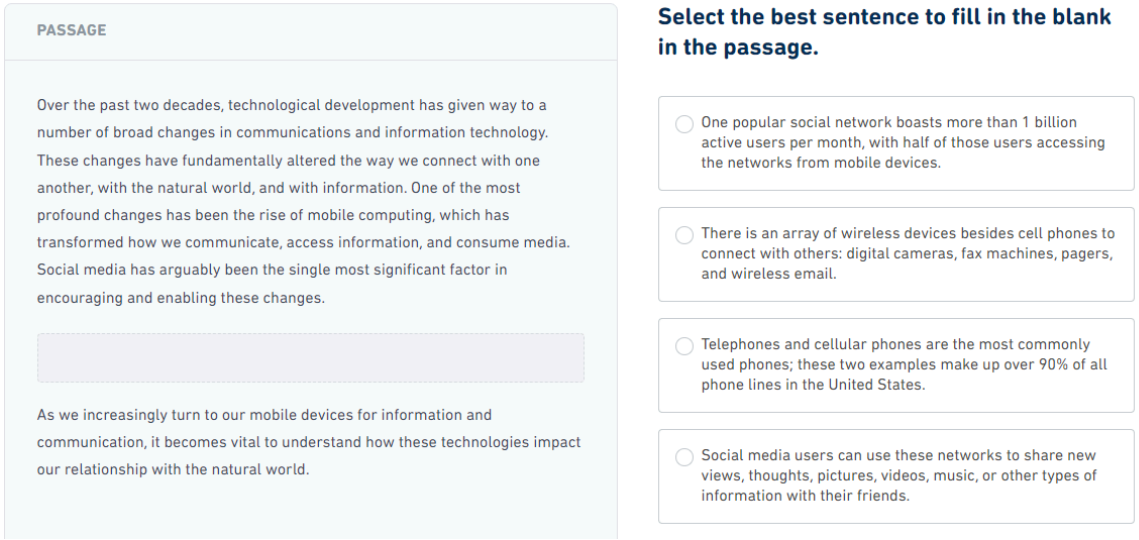
** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*



*Complete the Passage**

In this section you will have to select the best option to complete the passage.

Duration: *7 or 8 minutes for all the activities.

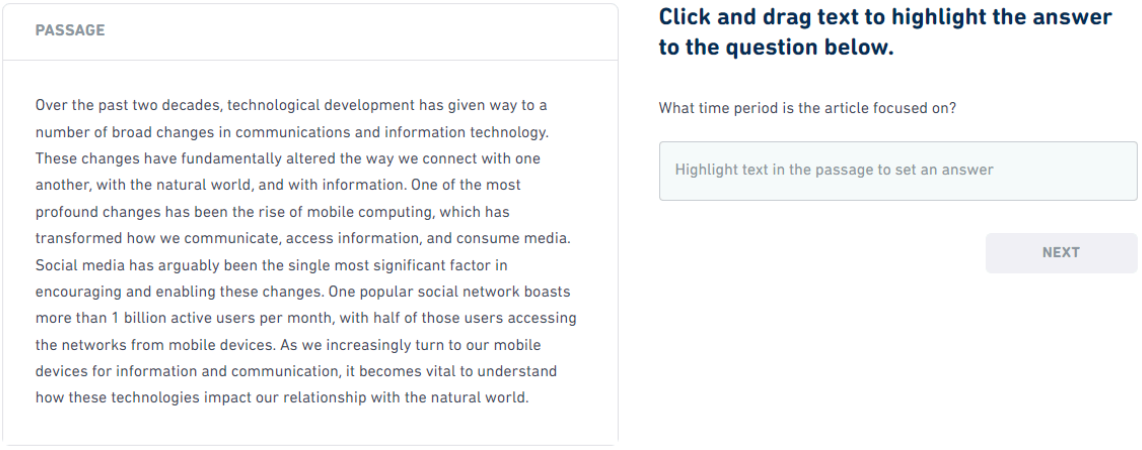


*Highlight the Answer**

In this section you will have to highlight in the text the right answer to the questions.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

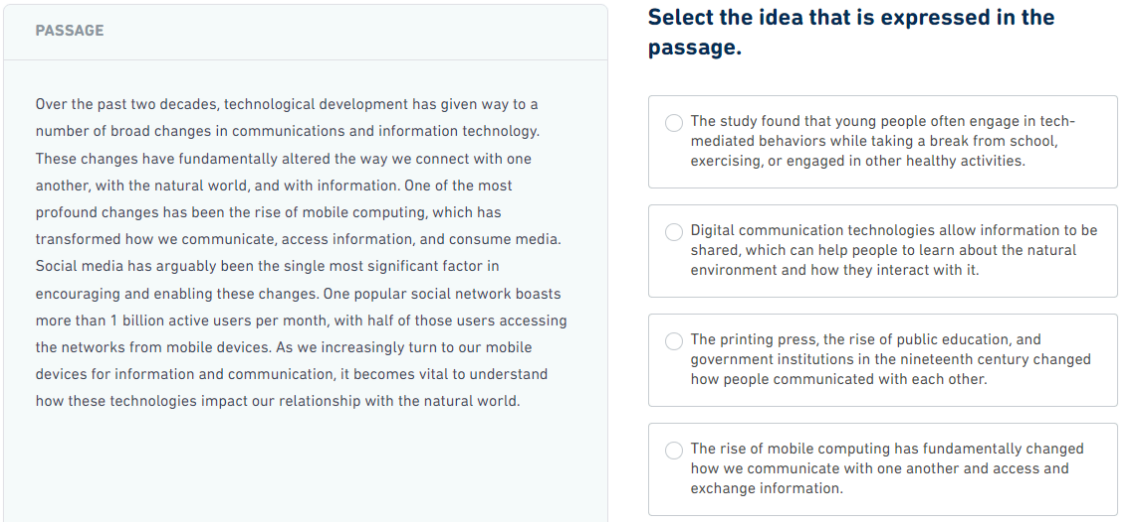
Duration: *7 or 8 minutes for all the activities.



*Identify the Idea**

In this section you will have to select an idea from the list which best describes the passage.

Duration: *7 or 8 minutes for all the activities.

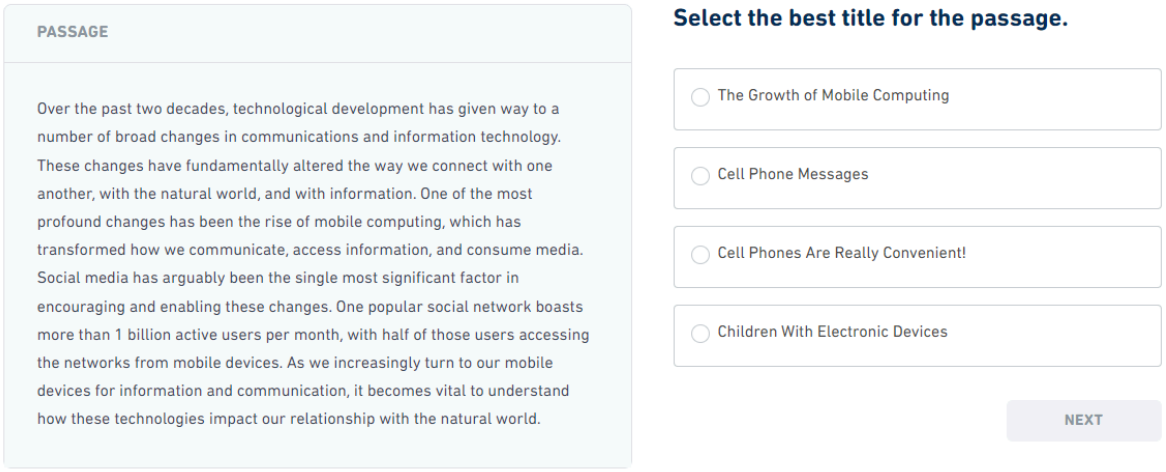


** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

*Title the Passage**

In this section you will have to select a title for the passage from a list of given options.

Duration: *7 or 8 minutes for all the activities.



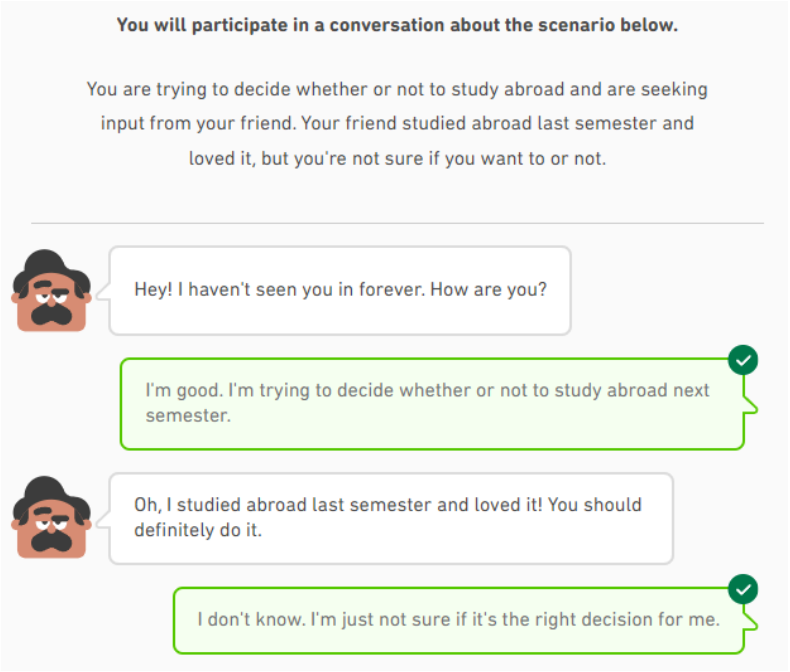
Interactive Listening

**Listen and Respond*

In this section you will have to read about a situation and then pick the best response to start and follow an interactive conversation.

Time limit: 4 minutes.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*



**Summarize the Conversation*

In this section you will have to provide as much detail as you can to summarize the conversation you just had.

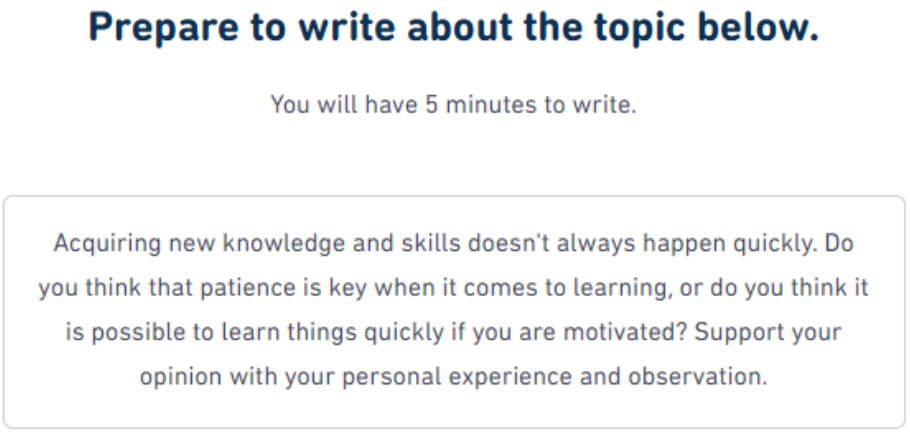
Time limit: 75 seconds.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Writing Sample

In this section you will have to write about a topic given for at least 3 minutes. You will have 30 seconds to think about the idea and then start.

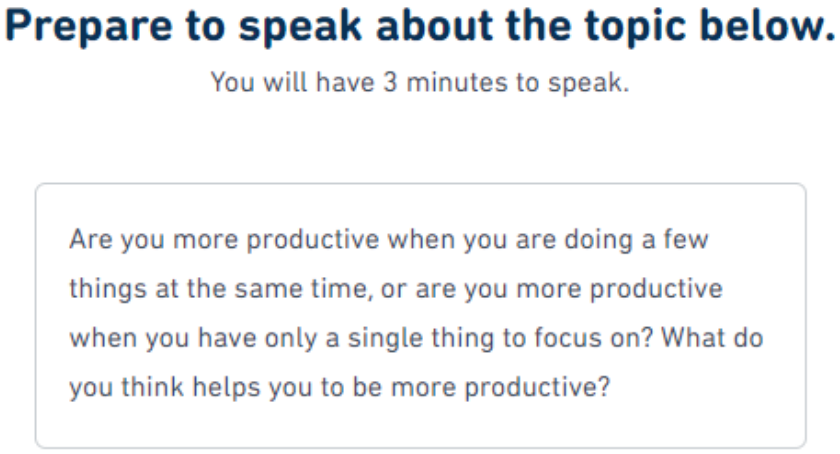
Duration: minimum 3 minutes - maximum 5 minutes.



Speaking Sample

In this section you will have to speak about a topic given for at least 1 minute. You will have 30 seconds to think about the idea and then start.

Duration: minimum 1 minute - maximum 3 minutes.



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News - June 2024

- New subscores will be added to the test!

  Starting July 1st, 2024, the Duolingo English Test will include individual subscores for speaking, writing, reading, and listening, as well as integrated subscores for literacy, comprehension, conversation, and production.

  The individual subscores are determined by test performance. The overall score is the average of these individual subscores, rounded to the nearest 5.

  Each integrated subscore is the average of two related individual subscores. For instance, the literacy subscore, which represents the ability to read and write, is the average of the reading and writing subscores

- Duolingo has also updated the frequency of certain questions on the test. Here are the new question frequencies:

QUESTION TYPES	FREQUENCY
Read and Select	15-18
Fill in the Blanks	6-9
Read and Complete	3-6
Read Aloud	3-6
Listen and Type	6-9
Interactive Reading	2 sets of 6 questions
Interactive Listening	2 sets of 5-6 questions
Write About the Photo	3
Interactive Writing	1 set of 2 questions
Listen, Then Speak	2
Speak About the Photo	1
Read, Then Speak	1
Writing Sample	1
Speaking Sample	1

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Practice Questions

Here you will find several practice questions with their corresponding answer key.

There are some listening and reading parts that have been omitted since they are part of the interactive practice... but don't panic! You will find the complete practice questions in our DET course, which will soon be released.

Now, Let's Start!

What's coming next?

In the next few pages you'll find the practice activities for the test.

Some recommendations:

- Have a document ready to type all your answers and set the timer for each exercise.
- In the listening practice, you should set the timer as well and you could also record yourself speaking and then check what things you should improve (hesitation, pronunciation, etc).
- Once you finish your practice, you can check the answers at the end of the document (Answer Key).

You may do the practice activities all in one go or in several sittings. What is important to bear in mind is to check the time limit for each of the exercises. This will train you for the DET.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Read and Complete

Type the missing letters to complete the text below.
Time limit: 3 minutes for each activity. Set the timer!

A)

Examining Issues of Legal Authority

The field of political philosophy is concerned with the idea of legal authority, and how people can and should respond to it. It i__ sometimes t h o____ of a__ a p a__ of p o l i____ science. It a s__ questions s u__ as "What i__ the u l t i____ source o__ justice?" and "What gives a government its authority and power?"

B)

Gerontology: The Study of Aging

Gerontology is the study of aging, particularly the physiological, psychological, and social aspects of aging. Gerontology i__ a growing f i____ in t__ U.S. because i__ senior p o p u l____ is s t e a____ growing. There i__ also a g r e____ interest i__ the e l d____ because o__ recent m e d____ advancements, w h____ have l__ to p e o____ living l o n____. In fact, many people are now living to be 100 years old.

C)

Enacting Positive Social Transformation

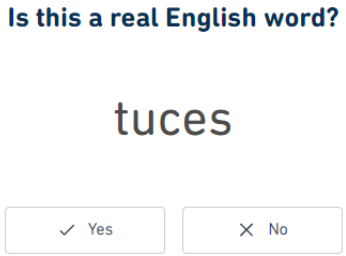
A social movement is a lasting change in social behavior that results from an organized and sustained effort by a large number of people to promote specific ideas or values to improve the society they live in. In a d d i____ to c h a n____ social behavior, a successful s o c____ movement b r i____ about s o c i____ change. Its a d v o____ often v i__ their a i__ as p r o g r____ and n e c e____ given t__ existing c i r c u m____. These changes can be considered part of a larger social transformation.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

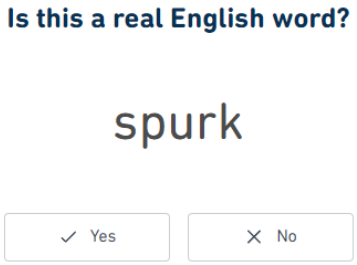
Read and Select

Select the real English words in this list.
Time limit: 5 seconds for each question. Set the timer!

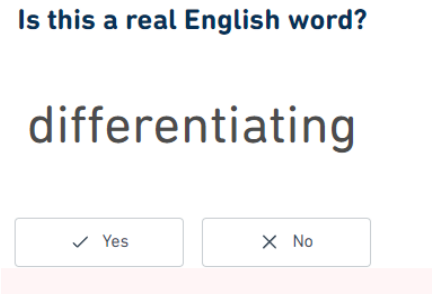
A)



B)



C)



** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Read Aloud

These are some examples of the statements that you will have to record in this section. Focus on fluency and pronunciation. Time limit: 20 seconds each. Set the timer and practise!

"I had never seen anything like that before."

"Here is a list of some of the major theories of modern science."

"The development of zero as a number is one of the most important developments in early mathematics."

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

"The numerous literary and creative devices used within fiction are generally thought inappropriate for use in nonfiction."

"The games added many new things, such as breeding and a new bag system."

Write About the Picture

Write a description of the photo shown. As this question type has an open response, there is no "correct" answer. The response is evaluated on a grammar and vocabulary basis. There is a sample answer in the *Answer Key*, and you can also check this answer with ChatGPT!

Time limit: 1 minute. Set the timer!

A)

B)

Speak About the Picture

Speak about a photo for 30 seconds.
Again, this is an open response so there are no “correct” answers. The response is evaluated on a grammar and vocabulary, fluency and pronunciation basis.
There is a sample answer in the *Answer Key, and* you can make a description for each of the photos and then check your answer with ChatGPT. Read it aloud and set a timer for practice!

A)

B)

Fill In The Blanks

Complete the sentences with the correct word. Time limit: 20 seconds per question

a) Look, almost any d i s a d can be turned into a strength if you work on the problem hard enough.

b) The historical record of volcanic e r u p helps us understand the earth's geological past.

c) They would f r e the local diner, finding enjoyment in the company of friends.

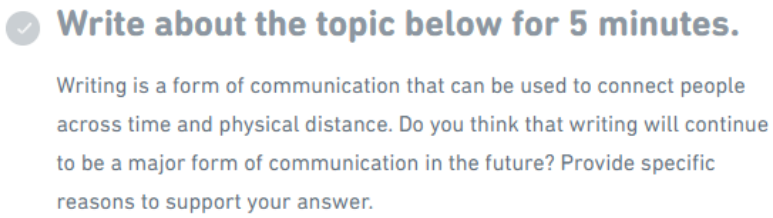
Interactive Writing

Respond to the question in at least 50 words. You should write about the topic as much as you can! Time limit: 5 minutes.

Follow-up question: Respond to this question in 3 minutes.

This is an open response, so there are no "correct answers". You have a sample answer in the *Answer Key*, and you can also check with ChatGPT.

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

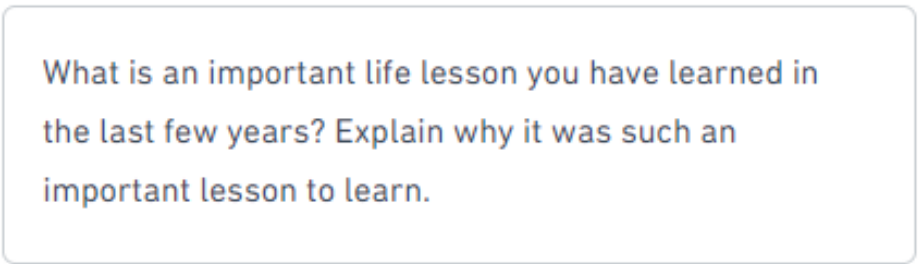


Follow up response

Read, then Speak

Respond to the question for at least 30 seconds. You should speak as much as you can! Time limit: 1:30 minutes.

This is another open response, so there are no "correct answers". You have a sample answer in the *Answer Key*, and you can also check your answer with ChatGPT.



** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

Interactive Reading: *The full section has a time limit of 7 or 8 minutes.

(In the test, the passage will be the same throughout all the activities)

*Complete the Sentences

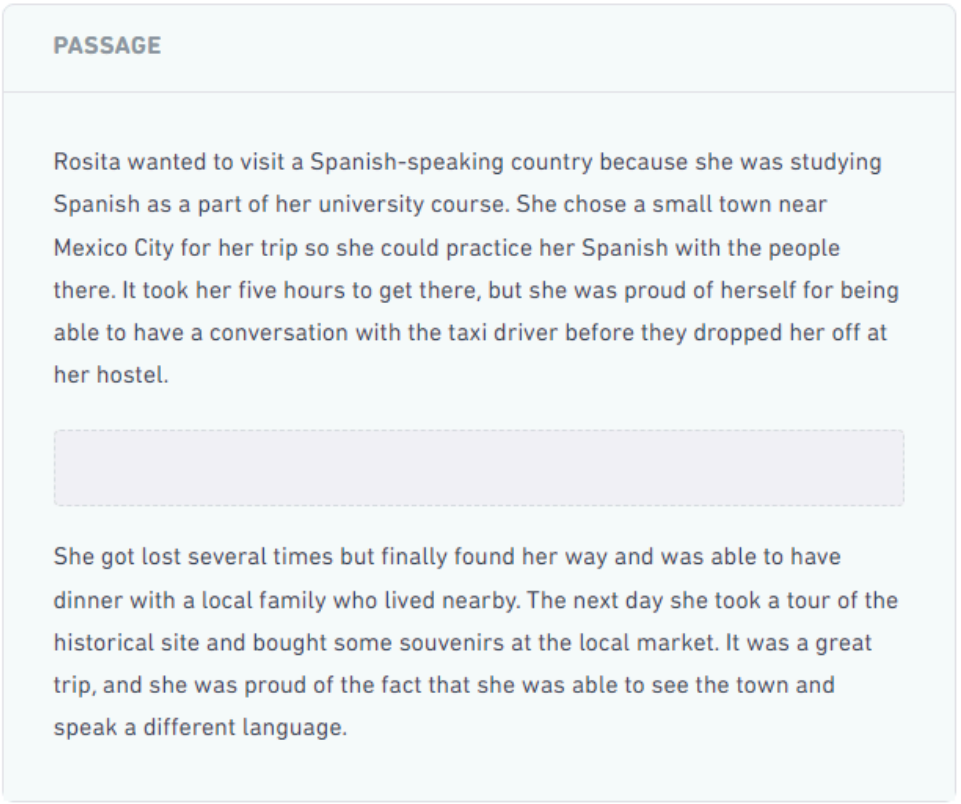
Select the best option for each missing word

The theory of human resources **1)** ***consulting/ research/ development/ hiring*** is, as the name **2)** ***shows/ implied/ refers/ suggests*** , about improving the talent in a **3)** ***manager/ process/ business/ career.*** It covers everything from training for different management **4)** ***programs/ projects/ positions/ models/ agencies*** to hiring new employees to help the company grow.

Some businesses don't have the money for human resources training, which **5)** ***is/ indicates / gives/ says/ are*** why they resort to hiring a human resources consultant.

*Complete the Passage

Select the best sentence to fill in the blank in the passage.



** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

A- *She didn't want to, but she knew she had to make the effort.*

B- *She quickly got settled into her room and headed off to explore the town.*

C- *Rosita decided to learn Spanish because she wanted to be able to talk with her friends.*

D- *Finally she gets off the plane and takes a taxi to her host family's home.*

****Highlight the Answer***

Highlight the answers to the questions below:

A bar chart is one of the most versatile chart types because there are many different ways to present and interpret data using this chart type. Bar charts are often used in business and marketing, but, in fact, they are used in many different situations. For example, a bar chart might be used to compare the time a company took to complete a project. The type of bar chart you choose will depend on what data you have and how you want to present it. If you're considering using a bar chart, then make sure you understand the strengths and weaknesses of this chart type. With a little knowledge, you can find the right bar chart to accurately portray your data.

A- *What are some of the advantages of bar charts?*

B- *How should you decide on the type of chart to use?*

***Identify the Idea**

Select the idea that is expressed in the passage.

A bar chart is one of the most versatile chart types because there are many different ways to present and interpret data using this chart type. Bar charts are often used in business and marketing, but, in fact, they are used in many different situations. For example, a bar chart might be used to compare the time a company took to complete a project. The type of bar chart you choose will depend on what data you have and how you want to present it. If you're considering using a bar chart, then make sure you understand the strengths and weaknesses of this chart type. With a little knowledge, you can find the right bar chart to accurately portray your data.

***A-** Bar charts show the relationship between two variables over time or across regions on a map.*

***B-** This type of chart represents a certain percentage of a whole.*

***C-** Bar charts offer various alternatives to be used in different situations.*

***D-** Bar charts present few weaknesses.*

***Title the Passage**

Select the best title for the passage.

A bar chart is one of the most versatile chart types because there are many different ways to present and interpret data using this chart type. Bar charts are often used in business and marketing, but, in fact, they are used in many different situations. For example, a bar chart might be used to compare the time a company took to complete a project. The type of bar chart you choose will depend on what data you have and how you want to present it. If you're considering using a bar chart, then make sure you understand the strengths and weaknesses of this chart type. With a little knowledge, you can find the right bar chart to accurately portray your data.

A- *Bar Charts: Understanding Their Strengths and Weaknesses*

B- *The Hinge Rule and Other Survey Conventions*

C- *Top Five Methods for Information Visualization*

D- *Graphic Display Techniques for Data Collection*

Writing Sample

Write for 3 to 5 minutes about the prompt given. You have 30 seconds to think about the idea, then you have to set the timer to start.
Bear in mind to check grammar, spelling and punctuation.

Remember, there are no “correct answers”. You have a sample answer in the *Answer Key*, and you can check your response with ChatGPT.

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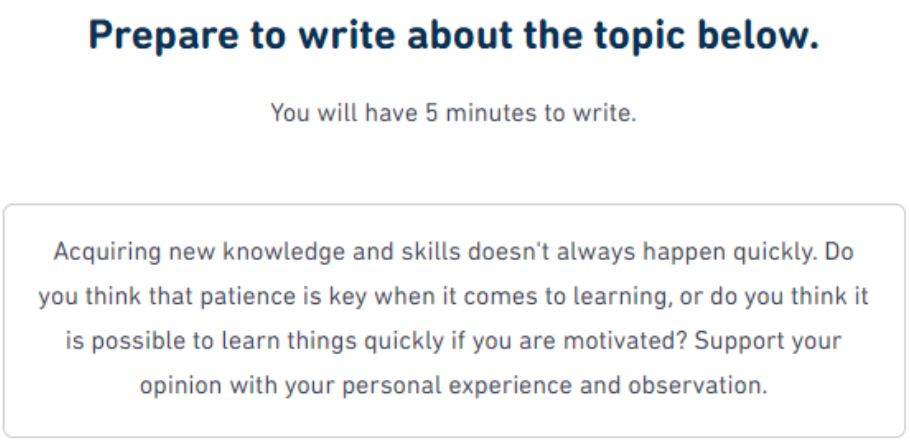
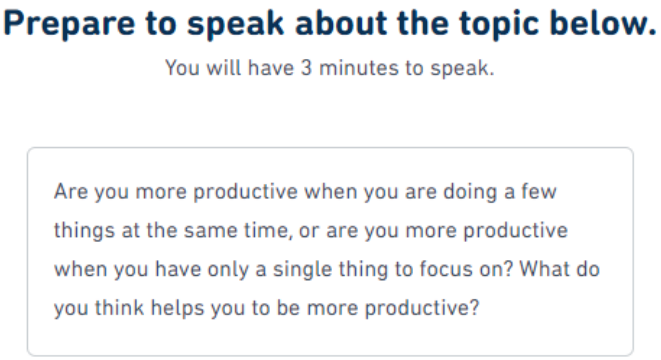


Speaking Sample

Speak for 1 to 3 minutes about the prompt given. You have 30 seconds to think about the idea, then you have to set the timer to start.
Bear in mind to be fluent and have an accurate pronunciation.

Remember, there are no "correct answers". You have a sample answer in the *Answer Key*, and you can check your response with ChatGPT.



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FYI

- The Duolingo English Test is a computer adaptive test, which means that the question sequence and difficulty changes for each test taker and test session. Because it is adaptive, the test has a few differences from other tests you may have taken.

- Test questions are administered randomly.

- The test questions draw from an extremely large pool. It is highly unlikely that you will encounter the same question twice, no matter how many times you take the exam.

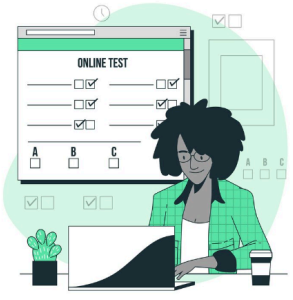
- Question difficulty changes based on your performance.

- The difficulty of the question changes dynamically throughout the test. Therefore, some questions may seem easier or harder than others—that is normal!

The best way to prepare for the test is to immerse yourself in English as much as you can. There are many ways you can practice English language skills leading up to the test and to prepare for studying or working in an English-speaking environment.

Practice makes perfect! And it is the secret ingredient to success: You can watch series or movies, listen to podcasts, read books or magazines, and even go to touristic places and try to interact with English speakers!

You just need to start.
Good luck!



Last Minute English

** Source: Some images and activities have been taken from the real Duolingo practice test and the Duolingo blog*

ANSWER KEY

Read and Complete

A) is- thought- as- part- political- asks- such- is- ultimate- of
B) is- field- the- its- population- steadily- is- greater- in- elderly- of- medical- which- led- people- longer
C) addition- changing- social- brings- societal- advocates- view- aims- progressive- necessary- the- circumstances

Read and Select

A) No
B) No
C) Yes

Write About the Picture - Sample Writing

A) In this photo, I see a picture of a man wearing a mask. He is on the sidewalk and all around him people are walking. Everyone appears to be wearing masks as well, so this could be a picture taken during the Covid-19 pandemic. The man's mask is amusing because it makes him look like he has a big smile. Additionally, the man has dark, short hair, and he is wearing a blue tee shirt.

B) I see in this photo a musician, specifically a rock star. He is playing a blue guitar and singing into a microphone. Behind him is another musician who appears to be playing the drums, who at the same time is shown on the huge screen. The singer is brightly illuminated, indicating that he is in the spotlight.The stage they are playing on appears to be quite large, so they must be quite a successful band.

Speak About the Picture - Sample Writing

A) This photo shows a dance crew performing in a town square or similar open area. Each member is wearing identical white tee shirts, but it is impossible to see what is written on the tee shirts. With the exception of one dancer, the rest are wearing black jeans. Maybe he found it too hot for jeans! Behind them is some kind of

display or booth, suggesting the dance crew is raising awareness around an issue or they are involved in promotional activities.

B) In this image, we see a woman engaged in golf. She has just executed a swing, and she is attentively following through the path of her ball. She seems to be a serious player as she reflects it on her attire. She is wearing a glove to give her better grip on her golf club, and she is wearing a visor to protect her eyes from the sun. There also appears to be a scorebook in her back pocket, which is a practice commonly associated with professional golfers.

Fill in the blanks

a) disadvantage
b) eruption
c) frequent

Interactive Writing

In my opinion, writing will remain a major form of communication in the future for several reasons: its clarity and precision, accessibility, and integration with modern technology.

Writing offers unmatched clarity and precision, allowing individuals to express complex ideas accurately. This is crucial for legal documents, academic research, and professional reports. Written communication also provides a permanent record for future reference.

Additionally, writing's accessibility is a significant advantage. Since literacy is a fundamental skill taught worldwide, written communication can reliably reach a diverse audience.

Writing's integration with modern technology further solidifies its importance. Digital platforms like emails, social media, and messaging apps heavily rely on written text for quick and efficient communication, enhancing its role in daily life.

In conclusion, writing will continue to be a major form of communication due to its ability to convey detailed information, reach a wide audience, and adapt to technological advancements, ensuring its lasting relevance.

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Follow-up question

The use of writing for self-expression and creativity will significantly impact its role as a major form of communication in the future, particularly in personal identity, cultural preservation, and digital platform evolution. Writing is a powerful tool for self-expression, fostering a deeper connection between writer and audience. Creative writing also plays a crucial role in preserving cultural heritage and traditions, documenting and sharing experiences across generations. Integration of creative writing into digital platforms has democratized writing, allowing more voices to be heard and fostering a diverse literary community. In summary, through personal identity expression, cultural heritage preservation, and adaptation to digital platforms, writing will remain a vital and influential medium in our interconnected world.

Read, then Speak- Sample Writing

One of the most important lessons I've learned in the last few years is that life can change at any moment and we need to be ready to face what comes. The pandemic was a great teacher and after that period I learned that we need to be adaptable and willing to change. The pandemic showed us that our old ways of life might not work anymore, and we need to be open to new ideas and ways of doing things. This means learning new skills, trying new things, and being open to new opportunities.

The pandemic also reminded us that life is short and unpredictable, and we need to make the most of every moment. We need to focus on what's important to us and make sure we're living our lives to the fullest. Spend time with our beloved ones and make lots of memories in our lives rather than having material things.

By embracing change and focusing on what's important, we can navigate future challenges with courage and optimism and, most important of all, feel the love around us and be happy.

Interactive Reading

Complete the Sentences

1- development/ 2- suggests / 3- business/ 4- positions/ 5- is

Complete the Passage

B- She quickly got settled into her room and headed off to explore the town.

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Highlight the Answer

A- A bar chart is one of the most versatile chart types because there are many different ways to present and interpret data.

B- The type of barchart you choose will depend on what data you have and how you want to present it.

Identify the Idea

C- Bar charts offer various alternatives to be used in different situations.

Title the Passage

A- Bar Charts: Understanding Their Strengths and Weaknesses

Writing Sample

Acquiring new knowledge and skills can be a challenging process, and it is often not a quick one. There are two main factors which can certainly help: motivation and patience, and both are key when it comes to learning.

In my experience, it is possible to learn things quickly, but it is not always possible to retain that knowledge in the long term. When we take the time to learn something slowly and thoroughly, we are more likely to remember it and be able to apply it in the future. Therefore, patience is of paramount importance.
Another key element in the learning process is motivation, as there has to be connection and interest about the subject to be studied. Nevertheless, to learn something new we still need to be patient and go through all the complete processes in order to create a solid foundation.

Everyone learns differently, and what works for one person may not work for another. Some people may be able to learn quickly and retain information well, while others may need to take their time and go through the material more slowly. Ultimately, the most important thing is to find a learning style that works for you and to be patient with yourself as you work to acquire new knowledge and skills.

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Speaking Sample

Some people are more productive when they are doing a few things at the same time, while others are more productive when they have one single thing to focus on. It all depends on the individual and the task at hand.

I think that multitasking can be beneficial when the tasks are simple and do not require much concentration. However, when the tasks are complex and require a lot of focus, multitasking can be counterproductive. In such cases, it is better to focus on one task at a time.

To be more productive, it is important to identify what works best for you. Some people find that breaking down tasks into smaller pieces helps them stay focused and motivated. Others find that taking breaks in between tasks helps them recharge and stay productive.

Also, it is important to eliminate distractions and create a conducive environment for work. This can include turning off notifications on your phone, finding a quiet place to work, and using productivity tools such as calendars and to-do lists.

Ultimately, productivity is about finding what works best for you and sticking to it. By identifying your strengths and weaknesses, you can develop a plan that helps you stay focused and productive. I think it is important to remember that productivity is not about working harder, but about working smarter.