T1 Business English Certificates	T1 CEFR	T1 Statement of Results
T1 Cambridge English Scale	T1 overall score	T1 grade
T1 certificate	T1 registration	T1 sample paper

T1 The document every candidate receives, with a score for each skill and the overall result.	T1 The Common European Framework of Reference, a set of language levels from A1 to C2.	T1 Cambridge exams that test the English used at work, at three levels.
T1 The letter or name that shows how well a candidate passed, such as A, B or C.	T1 The average of the four skill scores.	T1 The score scale used by Cambridge exams, for example 160 to 179 for B2.
T1 An official practice test that shows the real format of an exam.	T1 Signing up for an exam before the closing date.	T1 The official document that shows a candidate reached a language level.

T1 answer sheet	T2 proofreading	T2 open cloze
T2 scan	T2 gapped text	T2 multiple-choice cloze
T2 paraphrase	T2 distractor	T2 reference word

T2 A gap-fill task where you write one word in each gap, with no options.	T2 Checking a text line by line to find and correct mistakes.	T1 The paper where test takers mark or write their final answers.
T2 A gap-fill task where you choose the right word for each gap from options.	T2 A text with missing sentences that you must put back in the right places.	T2 To look quickly through a text for one particular piece of information.
T2 A word such as this or they that points back to something already mentioned.	T2 A wrong option that is designed to look right.	T2 Saying the same meaning with different words.

T2 skim	T3 memo	T3 report
T3 proposal	T3 word count	T3 content point
T3 register	T3 recommendation	T3 subscale

T3 A structured account of findings, events or information for a particular purpose and audience.	T3 A short written message sent inside a company.	T2 To read a text quickly to get the main idea.
T3 One thing the task tells you to include in your answer.	T3 The number of words in a piece of writing.	T3 A suggested plan presented for consideration or approval.
T3 One of the separate parts that a piece of writing is marked on.	T3 A suggestion about what someone should do.	T3 How formal or informal your language is, chosen for the reader.

T3 Communicative Achievement	T3 linking word	T4 monologue
T4 extract	T4 transfer time	T4 note completion
T4 predict	T4 spell out	T4 gist

T4 A long talk by one person.	T3 A word such as however or as a result that joins ideas.	T3 The right style and register for the reader and the purpose.
T4 A task where you fill gaps in notes or a form with words you hear.	T4 Extra time at the end of a listening test to copy answers onto the answer sheet.	T4 A short part taken from a longer recording or text.
T4 The main idea of what someone says or writes.	T4 To say the letters of a word one by one.	T4 To say what you think will happen or come next.

T4 attitude	T5 interlocutor	T5 assessor
T5 long turn	T5 prompt card	T5 signpost
T5 discourse management	T5 pronunciation	T5 interactive communication

T5 The examiner who listens and gives marks but does not speak.	T5 The examiner who asks the questions and gives the tasks in a speaking test.	T4 A person's viewpoint, feeling or disposition towards someone or something.
T5 A phrase such as first or finally that shows the listener where your talk is going.	T5 A card with a topic and points to help you prepare a talk.	T5 A part of a speaking test where one person talks alone for about a minute.
T5 Taking turns, responding to your partner and keeping a conversation going.	T5 The way a word or speech sound is spoken.	T5 Speaking in longer, organised and linked turns.

T6 contraction	T6 phrasal verb	T6 decimal point
T6 peak	T6 level off	T6 fluctuate
T6 agenda	T6 negotiate	T6 conditional offer

T6 The dot in a number such as 2.5, said as point.	T6 A verb with a small word such as up or off that has its own meaning, like put off.	T6 A short form of words, such as I'm for I am.
T6 To go up and down again and again.	T6 To stop rising or falling and stay about the same.	T6 The highest point of something before it falls.
T6 An offer that you make only if the other side does something in return.	T6 To discuss something until both sides agree.	T6 The list of items to discuss in a meeting.