

Most marks here are lost to answering a different question than the one asked, and to copying from the passage where your own words were required. Read the task twice before writing. 失分多因答非所问, 以及照抄原文 -- 动笔前请把题目读两遍。

Reading

Copying a phrase from the passage where the question says 'in your own words'. Copied wording scores nothing even when the meaning is right.

Giving more points than asked. If two are wanted, give two; a wrong third can contradict a right one.

Answering with the words you saw rather than the meaning. The questions test paraphrase, so the answer is rarely the passage's own phrasing.

Writing a whole sentence where one or two words are wanted, and burying the answer inside it.

Missing the negative in a question – 'which is NOT mentioned' reverses everything.

Listening

Writing down the first thing you hear that fits. Listening tasks nearly always contain a distractor BEFORE the correct answer.

Leaving a gap blank on the first playing. Write something; the second playing is for checking, not for starting.

Writing more words than the gap allows, so a correct answer is marked wrong for exceeding the limit.

Spelling a name or number carelessly. These are spelled out on the recording precisely because they are marked strictly.

Writing

Using the wrong register: contractions and slang in a formal letter, or 'Dear Sir or Madam' in an email to a friend.

Mismatching greeting and sign-off. A named reader takes 'Yours sincerely'; Sir or Madam takes 'Yours faithfully'.

Writing a report with opinions in the findings, or an article with no title and no engaging opening.

Covering only some of the bullet points given in the task. Every bullet must be addressed, and each carries content marks.

Going far over the word limit. Length beyond the range costs marks for relevance, not just for length.

Leaving no time to check subject-verb agreement and tense consistency, which are the errors that most reduce the accuracy mark.

Speaking

Answering the examiner's prompt with a single sentence. Develop each answer with a reason and an example.

Reciting a memorised passage. It is audible, and it does not answer the question asked.

Correcting yourself constantly. Fluency is assessed; one self-correction is fine, a stream of them is not.