

**English for Insurance Examination:**

General Description

<p><b>PART 1</b> <b>Listening</b> (approx. 10 minutes)</p>	<p><b>Task type:</b> Multiple choice <b>Format:</b> ten unrelated dialogues of about 30 seconds' duration, each followed by a 3-option multiple choice item</p> <p>The candidates listen to a short dialogue, then choose the correct statement from three that are based on the dialogue. The recordings are dialogues between two interacting speakers (conversations, interviews, discussions, etc.).</p> <p><b>Task Focus:</b> <i>identifying detail, understanding and interpreting information, specific information, gist, detail, main idea, function, purpose, attitude, opinion, etc.</i></p> <p><b>Marking Scheme:</b> 10 items x 2 points = 20 points</p> <p><b>NOTE:</b> Each part is heard twice.</p>
<p><b>PART 2</b> <b>Knowledge of Linguistic Means</b> (20 minutes)</p>	<p><b>Task type:</b> Multiple choice <b>Format:</b> 18 4-option multiple choice sentences <b>Task Focus:</b> <i>lexical</i></p> <p><b>Marking Scheme:</b> 18 items x 2 points = 36 points</p> <p><b>Topic areas:</b> types of insurance; structure of the market; insurance agency services; types of agents; actuarial science; underwriting; malpractice; policy terminology; liability; fraud; principles of insurance; business risks; risk assessment; insurance planning &amp; finance; marketing; investing; losses, claims &amp; numbers; insurance regulation;</p>
<p><b>PART 3</b> <b>Knowledge of Language Functions</b> (15 minutes)</p>	<p><b>Task type:</b> Multiple choice <b>Format:</b> 16 2-option multiple choice exchanges <b>Task Focus:</b> <i>lexico-grammatical</i></p> <p><b>Marking Scheme:</b> 16 items x 1 point = 16 points</p> <p><b>NOTES</b> <b>Functions:</b> asking about a condition; describing degree, expressing an opinion, gratitude, concern, confusion, confidence, change, uncertainty, enthusiasm &amp; relief; making a suggestion; delivering bad news; reiterating a point; agreeing with an opinion; asking for &amp; offering clarification; clarifying information; describing a possible outcome, experience &amp; benefits; posing an indirect question; confirming a detail; giving reassurance; offering an alternative; making a conditional statement; describing necessity; offering assistance; restating an idea; introducing a hypothetical situation; discussing a hypothetical situation; posing a hypothetical question; making an assumption; showing understanding; making an assumption; making a recommendation; making a calculation; describing quantities; expressing amazement</p>
<p><b>PART 4</b> <b>Reading</b> (10 minutes)</p>	<p><b>Task type:</b> Multiple choice – True/False/Doesn't say <b>Format:</b> Three short texts (60-100 words each) containing factual information related to the field of insurance; the first two texts are followed by two 3-option multiple choice questions each, while the third text is followed by two True/False/Doesn't say questions.</p> <p><b>Task Focus:</b> <i>understanding detail, specific information, implication, attitude, reference and meaning</i></p> <p><b>Marking Scheme:</b> 6 items x 3 points = 18 points</p> <p><b>NOTE:</b> All the texts are related to the specific field of study.</p>
<p><b>PART 5</b> <b>Writing</b> (5 minutes)</p>	<p><b>Task type:</b> A gapped text <b>Format:</b> One text (100-200 words) from which five sentences, phrases, words or headings have been removed and placed in a jumbled order, together with an extra option as a distractor, above the text. <b>Task Focus:</b> <i>recognition of writing features and language as required in their field of study</i></p> <p><b>Marking Scheme:</b> 5 items x 2 points = 10 points</p> <p><b>NOTES:</b> The candidate may be asked to complete <b>a textbook excerpt, course description, webpage, job listing, magazine article, chart, guide, online article, trade magazine article, report, encyclopedia entry, blog, email, letter, set of lecture notes, handbook excerpt, an online forum, an advertisement or an advice column.</b> This task is based on elements of writing that the candidates will need to produce in the field of insurance for professional purposes.</p>
<p><b>Duration:</b> 60 minutes</p>	<p><b>Marks:</b> <b>TOTAL:</b> 100 points</p>