

SPEAKING AND WRITING EXPERT

How to Pass

STANAG 6001

English Exam

LEVEL 3

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STANAG EXPERT

www.stanagexpert.com



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The book can be purchased at:

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If you have any questions, do not hesitate to contact me at:

Można się ze mną skontaktować, pisząc na adres:

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Dear Reader,

It has been for over a decade now that I have been preparing candidates to pass the STANAG 6001 exams in English, and so I know how scarce the materials in this field are. This is the reason behind this book.

Just like my fellow teachers, I have struggled to prepare my own materials and find useful sources of information and I have always lacked a place where it would all be gathered.

Therefore, I have decided to collect in this book all the materials I have been preparing for my students in order to make it a reference both for learners and instructors, to be used as a self-study guide or a course book for speaking and writing skills.

I hope you will enjoy using it and I am sure it will help you develop your speaking and writing for the STANAG 6001 level 3.

Good luck at the exam and see you at www.stanagexpert.com!

If you have any questions, do not hesitate to contact me via e-mail:

info@stanagexpert.com

Małgorzata Mazurek

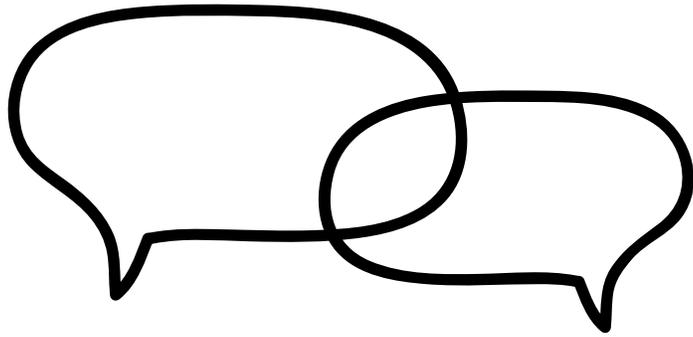
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(2017)

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PART 1

SPEAKING

→ RULES OF SUCCESSFUL SPEAKING ←

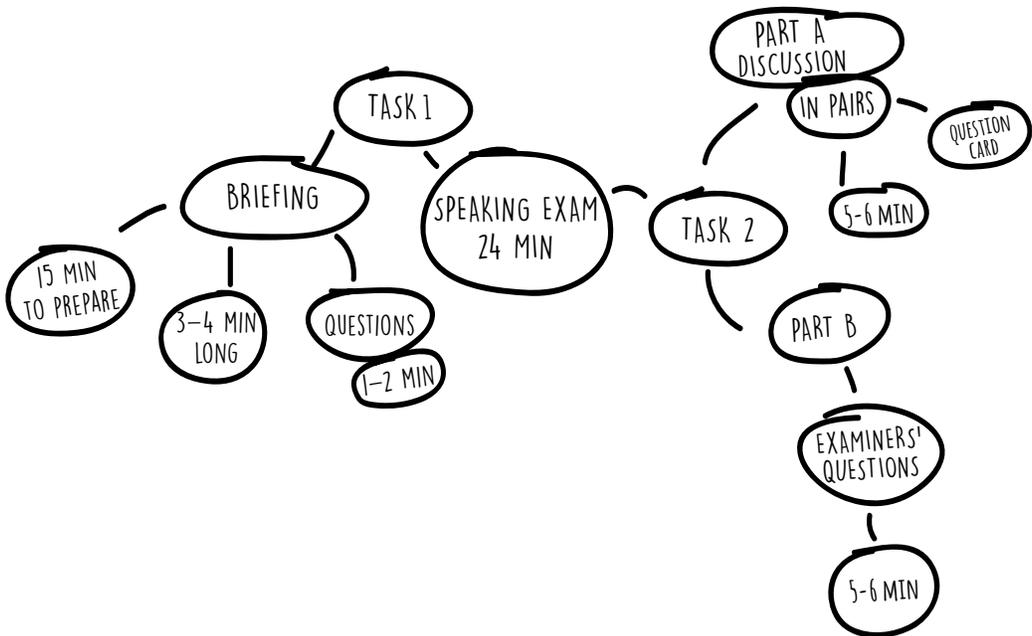
- 1** Don't translate from your native language while speaking in English.
It's better to say something using plain English than a calque or loan translation.
- 2** If you forget a word, and it's on the tip of your tongue, let it go and use the simplest synonym that comes to your mind immediately.
It will save your fluency. Don't worry, you'll have an opportunity to use more sophisticated language later on.
- 3** Don't use the words or expressions you are not sure of or you are not certain how to use.
Use a familiar phrase instead, you will avoid making an unnecessary mistake.
- 4** If you make a mistake, and you realise it, correct yourself.
Don't assume that the examiners may not have noticed.
- 5** Be specific. Try not to express obvious statements that lack content and carry no meaning just to say something.
- 6** Learn fixed expressions by heart so as to avoid making a mistake each time you use them in a briefing or discussion. It would be a waste of your effort.
- 7** Refer directly to what your colleague has just said. It will make your conversation orderly, logical, interactive and it will be easier for you, as you will not have to remember everything, just the last argument you are referring to.
- 8** Ask specific questions referring to what has just been said. Avoid general questions, such as *What do you think?* or *What is your opinion?*
- 9** **Focus on arguments and content, not the form.** The useful phrases and expressions are there to help you and the listeners. Try not to overuse them. The point of speaking is to get your message across.

CHAPTER 1

SPEAKING IN QUESTIONS AND ANSWERS

TASKS 1. What tasks does the speaking exam consist of?

There are two tasks in the speaking test. TASK 1 is to deliver a briefing. TASK 2 is a discussion and it consists of two parts: A (negotiating the order) and B (answering examiners' questions and discussing them).



PARTNER 2. Who do I talk to at the exam?

Candidates take the exam in pairs. If you take the exam after having participated in the course organised by the MoD (Ministry of Defence), you can take it with a person of your choice. The course centre will send to the examination centre the names of candidates who will take the test together.

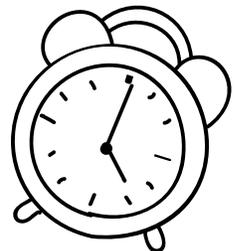
If there is an uneven number of people at the exam, you may be asked to talk to one of the examiners.

TIME 3. How long does the exam take?

The exam itself takes about 24 minutes.

Plus, you have 15 minutes to prepare for a briefing.

The briefing should take 3-4 minutes.



Each candidate presents a briefing after which the second candidate has 1-2 minutes to ask questions or comment on it.

After that, candidates discuss one general English or military English topic for 5-6 minutes. You are given time only to read the question you see on a piece of paper.

The discussion is followed by 2-3 questions on a similar topic asked by the examiners. This part also takes about 5-6 minutes.

4. How many points do I need to receive to pass the exam?

MARKING

.....

You can receive 10 points for each of the two tasks.

To pass the exam you need to have 14 points out of 20.

5. What is evaluated during the exam?

In TASK 1 (briefing), the following elements are evaluated:

- ⊗ fluency (how smoothly your speech flows)
- ⊗ language resources and accuracy (grammatical correctness and range of vocabulary)
- ⊗ pronunciation (pronouncing words in a way that does not hinder understanding)
- ⊗ production (clear and logical structure of your speech)
- ⊗ task achievement (covering all points, relevance)

In TASK 2 (DISCUSSION) the following elements are evaluated:

- ⊗ fluency (how smoothly your speech flows)
- ⊗ language resources and accuracy (grammatical correctness and range of vocabulary)
- ⊗ pronunciation (pronouncing words in a way that does not hinder understanding)
- ⊗ **interaction** (active, natural discussion with equal participation of both candidates, logical references to each other's questions, etc)
- ⊗ task achievement (covering all points, relevance)

6. What can cause a negative assessment of a task (not more than 6 points for a task)

- ⊗ speech tempo too slow, struggling to find the right words
- ⊗ grammatical errors in simple and complex language
- ⊗ wrong choice of vocabulary, simplistic vocabulary
- ⊗ frequent pronunciation errors which do not hinder understanding
- ⊗ the structure of the speech is not clear enough, making it an effort to follow by the listener, lack of consistent sequencing, linking not always logical
- ⊗ lack of active participation and initiative in the discussion, responses irrelevant to questions
- ⊗ task achieved only partially, not all points covered, irrelevant information provided

7. What skills do I need to master to complete the speaking tasks?

Task 1

In Part A (briefing) you will need to present a monologue, which will require of you the following skills:

- ⊗ describing (situations, solutions)
- ⊗ giving information (about a situation, problem, solution)
- ⊗ comparing (solutions, their advantages, disadvantages)
- ⊗ recommending (one of the solutions)
- ⊗ justifying (your choice)
- ⊗ expressing opinions

In Part B you need to ask questions or comment on another person's briefing, which will require of you the following skills:

- ⊗ asking for information
- ⊗ asking for explanation
- ⊗ giving information/explanation
- ⊗ objecting to arguments
- ⊗ agreeing/disagreeing with an opinion

Task 2

In Part A (discussion), you need to have a dialogue whose aim is to reach an agreement about the order of factors mentioned in the exam task, while in Part B, you take part in a three-way discussion between candidates and the examiner, led by the latter, which will require the following skills:

- ⊗ expressing opinions
- ⊗ agreeing with an opinion

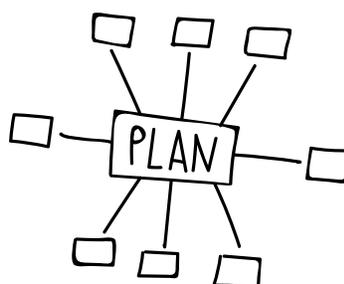
- ⊗ disagreeing with an opinion
- ⊗ comparing
- ⊗ describing cause and effect
- ⊗ giving arguments
- ⊗ giving solutions
- ⊗ hypothesising
- ⊗ justifying
- ⊗ speculating

CHAPTER 2

BRIEFING

BRIEFING OUTLINE AND INTRODUCTION

WARM UP



Task 1

Answer the following questions:

1. How often do you give briefings in your job?
2. Who do you normally brief? What about?
3. Do you ever deliver presentations in English? How do you feel about it?
4. What is the purpose of a briefing or a presentation?
5. What makes it effective?
6. What kind of presentations/presenters do you like listening to?
7. What makes a good presentation/presenter?

NOTES

Task 2

Read the briefing topic in the box and answer the questions.

BRIEFING

Unknown perpetrators broke into your base last night as the monitoring system was out of service. You have been tasked with delivering a briefing on two possible solutions to this problem, describing their advantages and disadvantages. Recommend one of them and justify your choice.

- ⊗ repairing the old monitoring system
- ⊗ buying a new monitoring system
- ⊗ other

1. How many parts should the briefing consist of?
2. What are the advantages and disadvantages of each option?
3. Which solution would you recommend and why?

NOTES

Task 3

Look at the following stages of a briefing outline in Box A and put them in the correct order in the table below. Match the expressions from Box B with the correct stages of a briefing.