

IELTS

GENERAL TRAINING

Understanding Reading

MINI



CAMBRIDGE



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Introduction

The IELTS General Training Reading test lasts **60 minutes** and consists of **3 sections** with **40 questions**. Let's look at this in more detail.

What is the format of General Training Reading?

The IELTS General Training Reading test consists of three sections, each with texts which are taken from notices, advertisements, leaflets, newspapers, instruction manuals, books and magazines. The first section is mainly concerned with giving factual information. The second section focuses on work, and the third section is more about description or instructions.

A variety of question types is used, including: multiple choice, identifying information (True / False / Not Given), identifying the writer's views / claims (Yes / No / Not Given), matching information and headings, completion of sentences, summaries, notes, tables, flow-charts and diagrams, as well as short-answer questions.

Find out more about IELTS Academic Reading in *IELTS Academic mini Reading with Extended Answers*.

How is IELTS General Training Reading marked?

Each question in the Reading test is worth one mark.

- Answers may be written in upper or lower case.
- If you are asked to write an answer using a certain number of words and/or (a) number(s), you will be penalised if you write more than this.
- In questions where you are expected to fill a gap, you should only transfer the necessary missing word(s) onto the answer sheet.
- All answers require correct spelling (including words in brackets).
- Both US and UK spelling are acceptable.
- All standard alternatives for numbers, dates and currencies are acceptable.
- Other standard abbreviations are usually acceptable.

How do I use this mini IELTS General Training Reading practice test?

To make the most of this mini IELTS General Training Reading practice test follow these simple steps:

- 1 Do the activities on the worksheet on pages 2–7.
- 2 Read through the answers to the worksheet and review your own answers. This will help you understand where you can improve in your next Reading test.
- 3 Complete the IELTS General Training Reading test on pages 10–22 using the skills you have just learnt, and transfer your answers to the sample answer sheet on page 27.
- 4 Check the extended answers to the test on pages 23–26 and review your own answers.

More information on the IELTS General Training Reading test is available on the IELTS website, ielts.org

WORKSHEET FOR GENERAL TRAINING READING TEST

The aim of this worksheet is to help you to:

- understand the different reading skills you will need to do well in the IELTS General Training Reading test
- practise those skills through a series of exercises
- focus on the areas of language that you will need for the IELTS General Training Reading test

Skimming – Reading the text quickly

The first thing you should do with any reading passage in a test is read it through quite quickly. This is to see what the text is generally about, and understand the main areas or ideas it covers.

- 1 *Try reading the text 'GZJ Travel' quickly and write down next to each paragraph, in a short sentence or phrase, what it is about. Only give yourself one and a half minutes to do it (use your phone or watch to set the time limit).*

GZJ Travel

- A** We're looking for keen and effective people who are passionate about travel to work as Travel Sales Consultants in our rapidly growing team. Our recruitment process has five stages. Here's how it works.
- B** The first stage is to use our online application form to apply for a current vacancy. This is your chance to tell us about yourself, and the qualities and experience you have that make you the ideal person for the job. For the Travel Sales Consultant role, you'll need to provide us with evidence that you have extensive experience in a marketing environment, as well as a solid academic background. If you're interested in a career as a Corporate Travel Consultant, you'll need at least one year's experience as a Travel Consultant.
- C** If you reach Stage Two, we'll arrange a telephone discussion, where you can find out more about us, including the rewards on offer. For instance, once a year we like to acknowledge outstanding efforts and celebrate successes with our co-workers, and we have prize-giving ceremonies designed to do just this.
- D** In Stage Three we'll be able to give you more information about GZJ Travel, and find out more about you, at an interview which you'll attend with a small group of other applicants. We'll be asking you about your ambitions and of course your sales ability, the most vital quality for our business. You'll also be required to complete a psychometric test so we can find out more about your working style and characteristics. We'll also tell you about some of the perks – for example, as a Flight Center employee you can take advantage of the free consultations conducted by our in-house health and wellbeing team, Healthwise.