

# TOP TIPS FOR IELTS

General Training Reading



# **Top Tips for IELTS** **General Training** **Reading**

# Official Cambridge IELTS Preparation

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### Text

Top Tips for IELTS General Training Reading test

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# Introduction

*Top Tips for IELTS General Training Reading* is an essential part of your revision for the IELTS test.

The tips are based on advice which IELTS materials writers have collected from many years' experience of involvement in the production of IELTS tests. Each section starts with a tip which is followed by an example taken from IELTS material and a clear explanation to help you understand exactly what it means.

## How to use *Top Tips for IELTS General Training Reading*

*Top Tips for IELTS General Training Reading* is flexible. You can look at a different tip from a different section every day, or you can start at the beginning and work through until you get to the end of the tips. Whichever method you prefer, read the example and the explanation carefully to make sure that you understand each tip. When you have understood all the tips, try the test on page 27.

## Guide to symbols



This symbol introduces the tip which is at the top of the page. Each tip is some useful advice to help you find the right answer for Reading.



This is an extra piece of advice which is important for this particular part of the test.

# Guide to question types used in IELTS General Training Reading

**Multiple choice** You read a text and answer some questions. You usually choose one of four answers, A, B, C or D. In some multiple-choice tasks, you have to choose several options from a longer list.

**Identifying information** You read a text and a series of statements and decide if the statement agrees with the information in the text ('true'), if the statement contradicts the information in the text ('false') or if there is no information in the text to support the statement ('not given').

**Identifying writer's views/claims** You read a text and a series of statements and say whether each statement agrees with the views/claims of the writer. For each statement, you answer 'yes' if the statement does, 'no' if the statement doesn't, or 'not given' if there is no view/claim in the text to support the statement.

**Matching information** You locate specific information in a paragraph or section of a text.

**Matching headings** You choose the correct headings for the paragraphs or sections of the text.

**Matching features** You match numbered items to a set of features (e.g. people or dates) from the text.

**Matching sentence endings** You are given the first half of a sentence based on a text and you choose the best way to complete it from a list of possible options.

**Sentence, summary, note, table, flow-chart completion** You read a text and fill in the missing information. Sometimes you complete the task by choosing words from a box rather than words in a Reading text. There is a limit to the number of words you can use, so pay careful attention to this when you are deciding what your answer should be.

**Diagram label completion** You complete labels on a diagram which relate to a description contained in the text. You must pay careful attention to the maximum number of words you can write for each answer.

**Short-answer questions** You read a text and write short answers to questions. You must pay careful attention to the maximum number of words you can write for each answer.

# How to revise for IELTS General Training Reading

The more you read before the test, the better you will do. Reading is also a very good way of improving your vocabulary and grammar and it will also help your own writing.

The General Training Reading test includes a wide range of texts, including such practically useful texts as notices, advertisements, timetables, information about travel and accommodation, company handbooks and contracts as well as articles from newspapers, magazines or journals and extracts from fiction and non-fiction books.

- Make sure you read from a wide range of sources, including something from each of the text types listed above – you can easily find examples of all of these on the internet as well as in printed form.
- It's important to read for pleasure, so regularly read something that you enjoy – novels, sports reports or magazine quizzes may not feature in IELTS but reading them will also help you develop your knowledge of the language in an effective way.
- Keep a reading diary – write a couple of sentences in English about what you have read. This should help you to learn some of the words and expressions you have read and will also help you with the IELTS Writing test.
- Don't look up every word that you are not sure about when you read. Just look up anything that stops you from understanding the text. When you have finished reading you can then, if you want, go back and check the meaning of less important vocabulary.

We hope these ideas will help you to make the most of your revision time. Above all, we hope that you enjoy your studies and wish you all the best for your exam.

Book your IELTS test at [ielts.org/book-a-test](https://ielts.org/book-a-test)



# Top Tips for IELTS General Training Reading test

## What's in the General Training Reading test?

**Section 1**  Two or three texts about everyday life in an English-speaking country, e.g. from notices, advertisements and timetables.

**Section 2**  Two texts about work-related situations, for example, job descriptions, contracts, staff development and training materials.

**Section 3**  One text that is longer than the texts in Sections 1 and 2. Section 3 texts are taken from newspapers, magazines, books and online resources.



1 mark for each correct answer



**1 hour**

The following question types are used in the General Training Reading test:

- multiple choice
- identifying information
- identifying writer's views/claims
- matching information
- matching headings
- matching features
- matching sentence endings
- table completion
- sentence completion
- short-answer questions
- summary completion
- note completion
- flow-chart completion
- diagram label completion

Any of these question types may occur in any section. Not all question types will appear in an individual General Training Reading test.

## Multiple choice



**TIP:** When you have found the right place in the text, read that part carefully. Information in the text may look very similar to one of the options – but may not be the correct answer.

### Example

Here is an extract from a text about meteorites, and one of the questions.

At half past six on the morning of December 14<sup>th</sup> 1807, the folk of Weston, Connecticut, were woken by a loud bang caused by a falling meteorite. Cautiously they ventured into the streets, but were soon fleeing back to the safety of their homes as it started to rain rocks. In earlier times such hard rain might have been seen as a sign of the gods' displeasure. The folk of Weston, however, saw it as an opportunity. Strongly impressed with the idea that these stones contained gold and silver, they employed a blacksmith's anvil in a vain attempt to extract riches which only existed in their imagination.



**Q** What was the reaction of the people of Weston to the meteorite?

- A** They were too scared by the noise it made to go outside.
- B** They were worried it had destroyed their property.
- C** They thought they had done something wrong.
- D** They hoped that it might change their fortunes. ✓

**Explanation:** The highlighted words in the text show where you can find the answer. **A** is incorrect because the text says that 'they ventured into the streets' after the 'loud bang'. **B** is incorrect because the people went back to their homes to protect themselves 'fleeing back to the safety ...'. **C** is incorrect. The text says that this might have been true in earlier times, but not in 1807.



*The last multiple-choice question in the set of questions may focus on the text in general, and test your overall understanding.*

## Identifying information



**TIP:** Remember that the statements will not be expressed in exactly the same way as in the text.

### Example

Here is an extract from a brochure on terms and conditions of booking a holiday, followed by one of the statements. You have to decide whether the statement is 'true', 'false' or 'not given.'

Our brochure is printed long periods in advance so we must reserve the right to make alterations without notice. **Certain facilities, such as the swimming pool, are available as stated but these may be withdrawn according to circumstances and demand.** Please note that we do not employ lifeguards and so children and non-swimmers must be accompanied by an adult swimmer at all times. Should any guests cause problems or inconvenience to other guests, they will be asked to leave the holiday park without a refund.



**1** If there are not enough people at the holiday park, the swimming pool might be closed. *TRUE*

**Explanation:** The highlighted words in the text show where you can find the answer. Note how the words highlighted in the text are different in the statement, but the meaning is the same.



*Underline the key words in the statements, as this may be helpful when you are trying to locate the information in the text. (In this statement the key words are 'swimming pool' and 'closed'.)*