Overview of the Academic Reading Question Types

Question type	Action	Key points	Page
Sentence completion	You complete the gaps in the sentences using words from the passage.	• Answers are in passage order. • Write up to three words and/or a number. • Check spelling with passage. • Check grammar of completed sentence. • Don't include any unnecessary words.	34
Notes / table / flow chart completion	You complete the gaps in the notes, table or flow chart using words from the passage.	• Answers may not be in passage order. • Write up to three words and/or a number. • Check spelling with passage. • Don't include any unnecessary words.	36
Short answer questions	You answer the questions using words from the passage.	• Answers are in passage order. • Write up to three words and/or a number. • Check spelling with passage. • Don't include any unnecessary words.	37
Labelling a diagram	You name parts of a diagram using words from the passage.	• Answers may not be in passage order. • Write up to three words and/or a number. • Check spelling with passage. • Don't include any unnecessary words. • Mark relevant parts of passage while reading.	38
True / False / Not Given	You decide whether the statement agrees with or contradicts the passage, or whether there is no information.	• Answers are in passage order. • Write True, False or Not Given.	39
Global multiple choice	You decide what the main theme of the passage is.	• Question covers whole passage. • Write A, B, C or D. • Check other options are wrong.	41
Matching	You match statements to items in a box.	• Statements are not in passage order. • Boxed items are usually in passage order. • Write A, B, C, etc. • Some letters may be used more than once. • Some letters may not be used.	42
Finding information in paragraphs	You find the paragraph that contains the information in the question.	• Write A, B, C, etc. • Some letters may be used more than once. • Some paragraphs may not be tested.	44