

THE READING PACK

Read for the *proof*.

Every right answer has a line in the text that proves it, in different words. Every wrong answer is built to look right at a glance. Learn how they are built.

- 02 Part 1 · Reading Correspondence
 - 03 Part 2 · Reading to Apply a Diagram
 - 04 Part 3 · Reading for Information
 - 05 Part 4 · Reading for Viewpoints
 - 06 The six trap answers
 - 07 Cheat sheet
-

PART 1 · 11 QUESTIONS · 11 MIN

Reading Correspondence

A personal message, six questions about it, then a reply with five blanks.

- 01 Spend 60 seconds on the message for three things: who is writing to whom, why, and what they want.
- 02 The six questions mostly follow the order of the message. Work down the text with them.
- 03 Every blank in the reply is a fact from the first message, reworded. Go back and find it.
- 04 Attitude questions (“How does she feel?”) are answered by adjectives and softeners: unfortunately, I was hoping, to be honest.

TRAP The right fact about the wrong person. The message mentions several people; check who did what.

THE METHOD

- Questions before text. Read the stem, pick out its keyword, then scan for it.
- Expect paraphrase. “The office will not reopen until spring” becomes “It is closed for the winter.”
- Prove it before you click. Find the sentence that makes the option true.
- For a blank, read the whole sentence, including the words after the gap. Grammar alone often removes two options.
- Each part has its own clock. Unused time does not carry over, so use it all on that part.
- A wrong answer costs nothing. Never leave a question blank: eliminate, then guess.

PART 2 · 8 QUESTIONS · 9 MIN

Reading to Apply a Diagram

A flyer, schedule, map or price list, an email with five blanks about it, then three questions.

- 01 Read the email first to learn what the writer needs: cheapest, closest, weekends only. That need decides every blank.
- 02 Then read the diagram's small print. Asterisks, "members only" and "weekdays" are where the trap answers live.
- 03 Do the arithmetic on paper: prices with discounts, times, distances.
- 04 The last three questions usually ask what the writer will do next or why, based on the email.

TRAP An option that fits the diagram but breaks the writer's condition, such as the cheapest class on a day they work.

THE METHOD

- Questions before text. Read the stem, pick out its keyword, then scan for it.
- Expect paraphrase. "The office will not reopen until spring" becomes "It is closed for the winter."
- Prove it before you click. Find the sentence that makes the option true.
- For a blank, read the whole sentence, including the words after the gap. Grammar alone often removes two options.
- Each part has its own clock. Unused time does not carry over, so use it all on that part.
- A wrong answer costs nothing. Never leave a question blank: eliminate, then guess.

PART 3 · 9 QUESTIONS · 10 MIN

Reading for Information

Four paragraphs (A–D). Match each statement to a paragraph, or to E if none of them says it.

- 01 Read the first sentence of each paragraph first and note its topic in two words. Now you have a map.
- 02 In each statement, underline the specific detail: a number, a name, a comparison. Scan for that, not the general topic.
- 03 E (“not given”) is a real answer, usually once or twice a set. Choose it when a paragraph covers the topic but not that exact claim.
- 04 A paragraph can be the answer to more than one statement. Do not cross it off after using it.

TRAP A paragraph that uses the same word as the statement but says something different about it.

THE METHOD

- Questions before text. Read the stem, pick out its keyword, then scan for it.
- Expect paraphrase. “The office will not reopen until spring” becomes “It is closed for the winter.”
- Prove it before you click. Find the sentence that makes the option true.
- For a blank, read the whole sentence, including the words after the gap. Grammar alone often removes two options.
- Each part has its own clock. Unused time does not carry over, so use it all on that part.
- A wrong answer costs nothing. Never leave a question blank: eliminate, then guess.

PART 4 · 10 QUESTIONS · 13 MIN

Reading for Viewpoints

An article with several opinions, five questions about it, then a reader's comment with five blanks.

- 01 As you read, list each person named and their position: for, against or mixed. Thirty seconds of notes saves five minutes later.
- 02 Opinion signals tell you whose view it is: argues, critics say, supporters claim, the author believes.
- 03 Separate the writer's own view from the views they report. Questions test exactly that difference.
- 04 Before the comment's blanks, decide whether the commenter agrees or disagrees with the article. Every blank follows that stance.

TRAP An opinion that appears in the article, but belongs to a critic the author is arguing against.

THE METHOD

- Questions before text. Read the stem, pick out its keyword, then scan for it.
- Expect paraphrase. "The office will not reopen until spring" becomes "It is closed for the winter."
- Prove it before you click. Find the sentence that makes the option true.
- For a blank, read the whole sentence, including the words after the gap. Grammar alone often removes two options.
- Each part has its own clock. Unused time does not carry over, so use it all on that part.
- A wrong answer costs nothing. Never leave a question blank: eliminate, then guess.

The six trap answers

Word match

Text: The library will add evening hours once new staff are hired.

Trap: ~~The library has hired new evening staff.~~

Same words, different fact: the hiring has not happened.

True, but not the answer

Text: The gym is open until 10. Members can bring one guest a month.

Trap: ~~Q: Why did she cancel? → "The gym closes at 10."~~

A true detail that does not answer the question asked.

Too extreme

Text: Many residents prefer the new route.

Trap: ~~All residents prefer the new route.~~

"Many" is not "all". Watch always, never, only, every.

Reversed cause

Text: Fewer people came because the price went up.

Trap: ~~The price went up because fewer people came.~~

Right facts, wrong direction.

Time shift

Text: We used to deliver on Sundays.

Trap: ~~They deliver on Sundays.~~

Past habit read as present fact. Watch used to, no longer, from May onward.

Wrong person

Text: Priya booked the hall; Tom ordered the food.

Trap: ~~Priya ordered the food.~~

Right action, wrong person.

Reading cheat sheet

TRAP ANSWERS

Word match. Same words, different fact: the hiring has not happened.

True, but not the answer. A true detail that does not answer the question asked.

Too extreme. “Many” is not “all”. Watch always, never, only, every.

Reversed cause. Right facts, wrong direction.

Time shift. Past habit read as present fact. Watch used to, no longer, from May onward.

Wrong person. Right action, wrong person.

YOUR TIME PLAN

Part 1 · 11 min — 1 min reading the message · 6 min on the questions · 4 min on the reply

Part 2 · 9 min — 1 min on the email’s goal · 5 min on the blanks · 3 min on the questions

Part 3 · 10 min — 1 min mapping the paragraphs · about 1 min per statement

Part 4 · 13 min — 3 min reading and noting who thinks what · 5 min on the questions · 5 min on the comment

SIGNAL WORDS

Contrast: however, although, but, yet, despite
The important point usually comes after it.

Condition: unless, only if, provided that, as long as
The answer depends on a rule. Check whether it is met.

Exception: except, excluding, apart from, not including
Small print that turns a right-looking option wrong.

Change: no longer, used to, now, from ... onward
What was true is not true now, or will change.

Certainty: may, might, likely, definitely, always
Matches or breaks extreme options.

Opinion: argues, critics say, supporters claim, I believe
Whose view this is. Not always the writer’s.

CHECKLIST

- ☐ Every question answered. A blank is a guaranteed zero.
- ☐ Every answer has a sentence in the text that proves it.
- ☐ Extreme options (all, never, only) checked against the text’s exact wording.
- ☐ In Part 3, at least one statement considered for E.
- ☐ In Part 4, the writer’s view kept separate from the views they report.