

iTEP Ability Guide

Use this table to see at a glance how well an individual can use English to communicate “in the real world” at each of iTEP’s levels.

iTEP	CEFR	Listening	Reading	Writing	Speaking
6.0 ↑ 5.5	C2 Mastery	<ul style="list-style-type: none"> Follows business presentations and discussions spoken at normal speed Understands English spoken in a variety of non-native accents 	<ul style="list-style-type: none"> Comprehends virtually any type of business publication or communication Reads at near-native speed Rarely requires use of dictionary 	<ul style="list-style-type: none"> Able to write complex documents such as business plans and proposals Has firm grasp of business and technical terminology 	<ul style="list-style-type: none"> Communicates accurately and effectively on practically all academic and social topics in culturally appropriate ways Pronunciation is close to that of native speakers
5.4 ↑ 4.5	C1 Advanced	<ul style="list-style-type: none"> Grasps details from general business and professional presentations and conversations Can function adequately in meetings and over the phone 	<ul style="list-style-type: none"> Understands most business-related material, including publications, letters & e-mail Requires little extra reading time and occasional use of dictionary 	<ul style="list-style-type: none"> Able to write reports and most general business correspondence Vocabulary is strong Occasional mistakes in grammar and usage 	<ul style="list-style-type: none"> Able to express moderately complex ideas one-on-one and in meetings Pronunciation causes little or no difficulty to listeners
4.4 ↑ 3.5	B2 Upper Intermediate	<ul style="list-style-type: none"> Occasionally needs to ask for repetition or clarification Understands main ideas from work-related presentations and discussions, but misses significant details 	<ul style="list-style-type: none"> Gathers most main ideas from reports, letters, and articles, but has uneven grasp of detail Can decode most written grammatical structures May misinterpret some abstract content 	<ul style="list-style-type: none"> Able to write brief memos, basic letters, and simple reports Vocabulary frequently lacks precision and sophistication Writing has noticeable grammatical weakness 	<ul style="list-style-type: none"> Can conduct basic business communications on familiar topics Communication is hampered by gaps in vocabulary and grammar Is sometimes asked to repeat words or phrases
3.4 ↑ 2.5	B1 Intermediate	<ul style="list-style-type: none"> Understands instructions and announcements when spoken clearly Comprehension is limited by lack of advanced vocabulary 	<ul style="list-style-type: none"> Understands main ideas and more detail in material on familiar subjects Can read step-by-step instructions, simple business memos 	<ul style="list-style-type: none"> Able to complete basic forms, write short notes and messages Writing lacks clear organizational structure and contains frequent grammatical mistakes 	<ul style="list-style-type: none"> Can manage some simple communication with in-house staff, but is not ready to speak directly to clients Pronunciation requires extra effort from listeners
2.4 ↑ 2.0	A2 Elementary	<ul style="list-style-type: none"> Understands very basic exchanges in work and social settings Speaker needs to speak slowly and use simple vocabulary 	<ul style="list-style-type: none"> Understands some simple authentic material such as menus, schedules, and simple forms 	<ul style="list-style-type: none"> Able to create lists and take simple messages Uses only basic vocabulary and simple grammatical structures 	<ul style="list-style-type: none"> Communicates at a basic “survival” level: greetings, simple questions, expressions of needs, and preferences Pronunciation often obscures meaning
1.9 ↑ 0	A1 Beginner	<ul style="list-style-type: none"> Understands simple greetings, statements, and questions when spoken with extra clarity Understands a few isolated words and common phrases 	<ul style="list-style-type: none"> Reads only highly simplified phrases or sentences Recognizes the alphabet and isolated words 	<ul style="list-style-type: none"> Able to write only short simple sentences Writes isolated words 	<ul style="list-style-type: none"> Speaks in single words or short phrases Knows numbers, days of the week, simple objects Can speak a few, isolated words with much difficulty in pronunciation