General Description
The Advanced Level Check or "AL" is a valid and reliable testing method that measures whether a candidate meets the requirements of an Advanced-Low level of writing proficiency according to the ACTFL Proficiency Guidelines – Writing (Revised 2001).

Because it is a truncated version of the standard ACTFL Business Writing Test (BWT), the Advanced Level Check is a validated, standardized procedure for the global assessment of functional writing ability. This means it measures language production holistically by determining patterns of strengths and weaknesses within the "Advanced" range of proficiency.

The Advanced Level Check assesses language proficiency in terms of the candidate's ability to use the language effectively and appropriately in real-life situations. An ACTFL Certified Writing Test Rater compares the candidate's writing to the assessment criteria of the Advanced-Low level of proficiency according to ACTFL Proficiency Guidelines – Writing (Revised 2001).

Test Length
30 minutes.

Test Content
Informal and formal, professional and business writing.

Test Format
Candidate is presented with three writing tasks.

Delivery Mode
Test can be delivered via exam booklet in paper copy or internet depending on language and quantity of tests required.

Response
Candidate is required to formulate written constructed responses of a paragraph length or longer.

Rating
The outcome of the test is stated in terms of "Q" (qualified) if the candidate meets or exceeds an Advanced-Low level of writing proficiency, or "NQ" (not qualified) if the candidate's writing does not meet criteria for Advanced-Low.

Languages
Currently available Albanian, Arabic, Chinese, English, French, German, Italian, Japanese, Portuguese, Serbo-Croat and Spanish. Can be adapted for all languages in which ACTFL offers oral proficiency testing.
**The Business Writing Proficiency Test**

**“BWT”**

**General Description**

The ACTFL Business Writing Test (BWT) is a standardized test for global assessment of functional writing ability in a language in business contexts. The ACTFL BWT measures how well a person spontaneously writes in a language (without access to revisions and/or editing tools) by comparing his/her performance of specific writing tasks with the rating criteria stated in the ACTFL Proficiency Guidelines – Writing Descriptions (Revised 2001) or Inter-Agency Language Roundtable (ILR) Writing Descriptions.

The ACTFL BWT is a carefully constructed assessment with five requests for written responses dealing with business and professional writing situations that are encountered in informal and formal business contexts. The writer is presented with tasks (i.e., to write a message, memo, or letter) and business writing situations that represent the range of proficiency levels. The directions and prompts are written in English, with the expectation that the responses be written in the target language.

**Test Length**

90 minutes.

**Test Content**

Business and professional writing situations and tasks.

**Test Format**

Candidate is presented with five prompts.

**Delivery Mode**

Test can be delivered by exam booklet in paper copy, CD, or via the internet, depending on the language.

**Response**

Candidate is required to formulate written constructed responses of paragraph length or longer depending on the writing tasks outlined in the test prompt.

**Rating Criteria**

An ACTFL certified proficiency rater compares the candidate's writing to the rating criteria described in the ACTFL Proficiency Guidelines – Writing (Revised 2001). One of ten possible ratings is assigned.

**Languages**

Immediately available in Albanian, Arabic, Chinese, English, French, German, Haitian-Creole, Italian, Japanese, Korean, Polish, Portuguese, Russian, Serbo-Croat, Spanish, and Vietnamese. Can be offered in other languages in which ACTFL offers oral proficiency testing.
**Writing Proficiency Assessments**

LTI offers the Business Writing Test (BWT) and Advanced Level Check (AL Check Writing) — direct tests of writing ability in a target language. Both writing tests contain a series of requests for written responses dealing with general business situations with stated desired outcomes. The tests are delivered via test booklet or the internet. All writing proficiency assessments are rated by ACTFL Certified Writing Proficiency Raters according to the ACTFL Proficiency Guidelines for Writing or the ILR Writing Descriptions.

**The ACTFL Oral Proficiency Interview “OPI”**

**General Description**
The ACTFL Oral Proficiency Interview, or OPI, as it is often called, is a standardized procedure for the global assessment of functional speaking ability. The interview is interactive and continuously adapts to the experiences, interests and linguistic competence of the candidate. Through a series of personalized questions, a sample of speech is elicited and rated according to the proficiency levels described in the ACTFL Proficiency Guidelines – Speaking (Revised 1999).

The OPI assesses language proficiency in terms of the speaker's ability to use the language effectively and appropriately in real-life situations. It is not concerned with, nor does it address, when, where, why, or the way in which a speaker has acquired his/her language. The OPI is not an achievement test assessing a speaker’s acquisition of specific aspects of a language and/or vocabulary. The OPI does not compare one individual’s performance to others, but each individual’s performance to the assessment criteria in the ACTFL Proficiency Guidelines – Speaking (Revised 1999).

In contrast to many other language tests, the validity and rating reliability of ACTFL assessments are supported through in-house and independent, published research projects.

**Test Length**
20-30 minutes.

**Test Format**
A live telephonic interview between an ACTFL Certified Tester and a candidate, which is digitally recorded by the LTI IVR system. It resembles a conversation between two people but, in fact, follows a strict, standardized structure and elicitation protocol.

**Test Content**
Content is adapted to the candidate’s professional and academic experiences, as well as any special skills or interests (following guidelines set forth by the EEOC and Title VII of the Civil Rights Act). The OPI also includes a role-play. Content areas and/or role-play may be customized by the client.

**Rating**
A criterion referenced assessment. The ACTFL Certified Tester compares the speech produced by the candidate in the interview to the rating criteria as described in the ACTFL Proficiency Guidelines – Speaking (Revised 1999); one of ten possible ratings is assigned.

**Languages**
Proficiency assessments are offered in the following 50+ languages* by telephone: Albanian, Armenian, Arabic, Armenian, Bengali, Bulgarian, Cebuano, Chavacano, Croatian, Czech, Dari, Dutch, Egyptian, English, Filipino, French, German, Haitian Creole, Hebrew, Hindustani, Hindustani, Indonesian, Italian, Japanese, Korean, Lao, Malay, Mandarin, Mongolian, Norwegian, Pashto, Persian Pashto, Polish, Portuguese, Punjabi, Romanian, Russian, Samoan, Serbian, Slovak, Somali, Spanish, Swahili, Swedish, Tausug, Thai, Turkish, Urdu, Vietnamese, Visayan and Wu.

* Testing in regional dialects of Arabic is also available.
The ACTFL Oral Proficiency Interview – Computer Adapted

The ACTFL OPIc® is an internationally used, semi-direct test of spoken proficiency designed to elicit a sample of speech via recorded, computer-adapted voice prompts. Corporations with a need for proficiency evaluations that can be delivered immediately, on-demand, will be able to administer an ACTFL Oral Proficiency Interview-like test without the presence of a live tester to conduct the interview.

Completed tests are digitally saved and rated by ACTFL Certified OPIc® Raters. The ACTFL Proficiency Guidelines – Speaking (Revised 1999) are the basis for assigning a rating. Research conducted demonstrates that ratings assigned to OPIc samples generally correlate to ratings assigned to direct assessments of speaking proficiency derived through ACTFL Oral Proficiency Interviews (OPI).

The OPIc is intended for all adult audiences. This test is appropriate for a variety of purposes: employment selection, placement into training programs, demonstration of an individual’s linguistic progress, and evidence of training effectiveness.

**Test Length**
Approximately 30 minutes.

**Test Format**
Digitally recorded prompts are delivered through computer via the internet, or telephonically using VOIP technology.

**By computer:**
Test is delivered via the internet and taken on computer with a microphone headset. A test candidate moves through the test by “clicking” on navigation icons found on the computer screen. Spoken responses are digitally recorded. At the end of the test, the candidate’s responses are uploaded to the internet for instantaneous delivery to LTI.

**By telephone:**
Test is delivered by telephone. A test candidate navigates through the test with the aid of verbal instructions and the phone key pad. The candidate’s spoken responses are digitally recorded by LTI.

**Test Content**
Each test is individualized through the selection of tasks within topic areas tailored to the test taker’s linguistic ability, work experiences, academic background and interests.

**Rating**
The outcome of the test is stated in terms of “Q” (qualified) if the candidate meets or exceeds an Advanced Level of speaking proficiency, or “NQ” (not qualified) if the candidate’s speech does not meet criteria for Advanced-Low.

**Languages**
Proficiency assessments are offered in the following 50+ languages* by telephone: Albanian, Amharic, Arabic, Armenian, Bengali, Bulgarian, Cantonese, Chavacano, Croatian, Czech, Dari, Dutch, Egyptian, English, Filipino, French, German, Modern Greek, Haitian Creole, Hebrew, Hiligaynon, Hindi, Hmong, Indonesian, Italian, Japanese, Javanese, Khmer, Korean, Lao, Malay, Mandarin, Mong, Norwegian, Pashto, Persian Farsi, Polish, Portuguese, Punjabi, Romanian, Russian, Samoan, Serbian, Slovak, Somali, Spanish, Swahili, Swedish, Tamil, Thai, Turkish, Urdu, Vietnamese, Visayan and Wu.

* Testing in regional dialects of Arabic is also available.
The Advanced Level Check - Speaking

**General Description**
The Advanced Level Check or "AL" is a valid and reliable testing method that measures whether a candidate meets the requirements of an Advanced-Low level of speaking proficiency according to the ACTFL Proficiency Guidelines – Speaking (Revised 1999).

Because it is a truncated version of a standard ACTFL Oral Proficiency Interview (OPI), the Advanced Level Check is a standardized procedure for the global assessment of functional speaking ability. This means it measures language production holistically by determining patterns of strengths and weaknesses within the "Advanced" range of proficiency. The interview is interactive and continuously adapts to the interests, experiences and abilities of the candidate.

The Advanced Level Check assesses language proficiency in terms of the candidate's ability to use the language effectively and appropriately in real-life situations. It is not concerned with, nor does it address, when, where, why, or the way in which a speaker has acquired his/her language skills. The interview is conducted by an ACTFL Certified OPI Tester who compares the candidate's performance during the interview to the rating criteria of the Advanced-Low level of proficiency as described in the ACTFL Proficiency Guidelines – Speaking (Revised 1999).

**Test Length**
Approximately 10-20 minutes.

**Test Format**
A live telephonic interview between an ACTFL Certified Tester and a candidate, which is digitally recorded by the LTI IVR system. It resembles a conversation between two people but, in fact, follows a strict, standardized structure and elicitation protocol.

**Test Content**
Content is adapted to the candidate's professional and academic experiences, as well as any special skills or interests (following guidelines set forth by the EEOC and Title VII of the Civil Rights Act). Clients may request specific content to be included (or not) in the test. An Advanced level role-play is also included and may be customized to simulate a typical, job-related situation.

**Rating**
The outcome of the test is stated in terms of "Q" (qualified) if the candidate meets or exceeds an Advanced-Low level of speaking proficiency, or "NQ" (not qualified) if the candidate's speech does not meet criteria for Advanced-Low.

**Languages**
Proficiency assessments are offered in the following 50+ languages* by telephone: Albanian, Amharic, Arabic, Armenian, Bengali, Bulgarian, Cantonese, Chavacano, Croatian, Czech, Dari, Dutch, Egyptian, English, Filipino, French, German, Modern Greek, Haitian Creole, Hebrew, Hindi, Indonesian, Italian, Japanese, Javanese, Korean, Lao, Malay, Mandarin, Mong, Norwegian, Pashto, Persian Farsi, Polish, Portuguese, Punjabi, Romanian, Russian, Samoan, Serbian, Slovak, Somali, Spanish, Swedish, Tausug, Thai, Turkish, Urdu, Vietnamese, Visayan and Wu.

* Testing in regional dialects of Arabic is also available.

---

The ACTFL Oral Proficiency Interview – Computer Adapted
ACTFL OPIc®

**General Description**
The ACTFL OPIc® is an internationally used, semi-direct test of spoken proficiency designed to elicit a sample of speech via recorded, computer-adapted voice prompts. Corporations with a need for proficiency evaluations that can be delivered immediately, on-demand, will be able to administer an ACTFL Oral Proficiency Interview-like test without the presence of a live tester to conduct the interview.

Completed tests are digitally saved and rated by ACTFL Certified OPIc Raters. The ACTFL Proficiency Guidelines – Speaking (Revised 1999) are the basis for assigning a rating. Research conducted demonstrates that ratings assigned to OPIc samples generally correlate to ratings assigned to direct assessments of speaking proficiency derived through ACTFL Oral Proficiency Interviews (OPI).

The OPIc is intended for all adult audiences. This test is appropriate for a variety of purposes: employment selection, placement into training programs, demonstration of an individual's linguistic progress, and evidence of training effectiveness.

**Test Length**
Approximately 30 minutes.

**Test Format**
Digitally recorded prompts are delivered through computer via the internet, or telephonically using VOIP technology.

**By computer:**
Test is delivered via the internet and taken on computer with a microphone headset. A test candidate moves through the test by "clicking" on navigation icons found on the computer screen. Spoken responses are digitally recorded. At the end of the test, the candidate's responses are uploaded to the internet for instantaneous delivery to LTI.

**By telephone:**
Test is delivered by telephone. A test candidate navigates through the test with the aid of verbal instructions and the phone key pad. The candidate's spoken responses are digitally recorded by LTI.

**Test Content**
Content is adapted to the candidate's professional and academic experiences, as well as any special skills or interests. Clients may request specific content to be included (or not) in the test. An Advanced level role-play is also included and may be customized to simulate a typical, job-related situation.

**Rating**
The outcome of the test is stated in terms of "Q" (qualified) if the candidate meets or exceeds an Advanced-Low level of speaking proficiency, or "NQ" (not qualified) if the candidate's speech does not meet criteria for Advanced-Low.

**Languages**
Internet delivered versions of the OPIc are available in English and Spanish. Telephone delivered versions in these languages will be introduced shortly. Other languages will be launched in the fourth quarter of 2007.
Writing Proficiency Assessments

LTI offers the Business Writing Test (BWT) and Advanced Level Check (AL Check Writing) – direct tests of writing ability in a target language. Both writing tests contain a series of requests for written responses dealing with general business situations with stated desired outcomes. The tests are delivered via test booklet or the internet. All writing proficiency assessments are rated by ACTFL Certified Writing Proficiency Raters according to the ACTFL Proficiency Guidelines for Writing or the ILR Writing Descriptions.

The ACTFL Oral Proficiency Interview

“OPI”

General Description
The ACTFL Oral Proficiency Interview, or OPI, as it is often called, is a standardized procedure for the global assessment of functional speaking ability. The interview is interactive and continuously adapts to the experiences, interests and linguistic competence of the candidate. Through a series of personalized questions, a sample of speech is elicited and rated according to the proficiency levels described in the ACTFL Proficiency Guidelines – Speaking (Revised 1999).

The OPI assesses language proficiency in terms of the speaker's ability to use the language effectively and appropriately in real-life situations. It is not concerned with, nor does it address, when, where, why, or the way in which a speaker has acquired his/her language. The OPI is not an achievement test assessing a speaker's acquisition of specific aspects of a language and/or vocabulary. The OPI does not compare one individual’s performance to others, but each individual’s performance to the assessment criteria in the ACTFL Proficiency Guidelines – Speaking (Revised 1999).

In contrast to many other language tests, the validity and rating reliability of ACTFL assessments are supported through in-house and independent, published research projects.

Test Length
20-30 minutes.

Test Format
A live telephonic interview between an ACTFL Certified Tester and a candidate, which is digitally recorded by the LTI IVR system. It resembles a conversation between two people but, in fact, follows a strict, standardized structure and elicitation protocol.

Test Content
Content is adapted to the candidate’s professional and academic experiences, as well as any special skills or interests (following guidelines set forth by the EEOC and Title VII of the Civil Rights Act). The OPI also includes a role-play. Content areas and/or role-play may be customized by the client.

Rating
A criterion referenced assessment. The ACTFL Certified Tester compares the speech produced by the candidate in the interview to the rating criteria as described in the ACTFL Proficiency Guidelines – Speaking (Revised 1999); one of ten possible ratings is assigned.

Languages
Proficiency assessments are offered in the following 50+ languages* by telephone: Albanian, Amharic, Arabic, Armenian, Bengali, Bulgarian, Cantonese, Cebuano, Chavacano, Croatian, Czech, Dari, Dutch, Egyptian, English, Filipino, French, German, Modern Greek, Haitian Creole, Hebrew, Hiligaynon, Hindi, Hmong, Indonesian, Italian, Japanese, Javanese, Khmer, Korean, Lao, Malay, Mandarin, Mong, Norwegian, Pashto, Persian Farsi, Polish, Portuguese, Punjabi, Romanian, Russian, Samoan, Serbian, Slovak, Somali, Spanish, Swedish, Tausug, Thai, Turkish, Urdu, Vietnamese, Visayan and Wu.

* Testing in regional dialects of Arabic is also available.
Speaking Proficiency Assessments

Language Testing International (LTI) offers a variety of speaking assessments - both direct and semi-direct tests of speaking proficiency. The ACTFL Oral Proficiency Interview (OPI) and Advanced Level Check (AL Check-Speaking) are live, telephonic interviews with ACTFL Certified Oral Proficiency Testers. The new OPIc is a semi-direct speaking test taken by computer or telephone that simulates an ACTFL OPI. All oral proficiency assessments are conducted and/or rated by ACTFL Certified Oral Proficiency Testers and Raters according to the ACTFL Proficiency Guidelines for Speaking (Revised 1999).

The Business Writing Proficiency Test
“BWT”

General Description
The ACTFL Business Writing Test (BWT) is a standardized test for global assessment of functional writing ability in a language in business contexts. The ACTFL BWT measures how well a person spontaneously writes in a language (without access to revisions and/or editing tools) by comparing his/her performance of specific writing tasks with the rating criteria stated in the ACTFL Proficiency Guidelines – Writing Descriptions (Revised 2001) or Inter-Agency Language Roundtable (ILR) Writing Descriptions.

The ACTFL BWT is a carefully constructed assessment with five requests for written responses dealing with business and professional writing situations and tasks that are encountered in informal and formal business contexts. The writer is presented with tasks (i.e., to write a message, memo or letter) and business writing situations that represent the range of proficiency levels. The directions and prompts are written in English, with the expectation that the responses be written in the target language.

Test Length
90 minutes.

Test Content
Business and professional writing situations and tasks.

Test Format
Candidate is presented with five prompts.

Delivery Mode
Test can be delivered by exam booklet in paper copy, CD, or via the internet, depending on the language.

Response
Candidate is required to formulate written constructed responses of paragraph length or longer depending on the writing tasks outlined in the test prompt.

Rating Criteria
An ACTFL certified proficiency rater compares the candidate’s writing to the rating criteria described in the ACTFL Proficiency Guidelines – Writing (Revised 2001). One of ten possible ratings is assigned.

Languages
Immediately available in Albanian, Arabic, Chinese, English, French, German, Haitian-Creole, Italian, Japanese, Korean, Polish, Portuguese, Russian, Serbo-Croat, Spanish, and Vietnamese. Can be offered in other languages in which ACTFL offers oral proficiency testing.
**General Description**

The Advanced Level Check or “AL” is a valid and reliable testing method that measures whether a candidate meets the requirements of an Advanced-Low level of writing proficiency according to the ACTFL Proficiency Guidelines – Writing (Revised 2001).

Because it is a truncated version of the standard ACTFL Business Writing Test (BWT), the Advanced Level Check is a validated, standardized procedure for the global assessment of functional writing ability. This means it measures language production holistically by determining patterns of strengths and weaknesses within the “Advanced” range of proficiency.

The Advanced Level Check assesses language proficiency in terms of the candidate’s ability to use the language effectively and appropriately in real-life situations. An ACTFL Certified Writing Test Rater compares the candidate’s writing to the assessment criteria of the Advanced-Low level of proficiency according to ACTFL Proficiency Guidelines – Writing (Revised 2001).

**Test Length**

30 minutes.

**Test Content**

Informal and formal, professional and business writing.

**Test Format**

Candidate is presented with three writing tasks.

**Delivery Mode**

Test can be delivered via exam booklet in paper copy or internet depending on language and quantity of tests required.

**Response**

Candidate is required to formulate written constructed responses of a paragraph length or longer.

**Rating**

The outcome of the test is stated in terms of “Q” (qualified) if the candidate meets or exceeds an Advanced-Low level of writing proficiency, or “NQ” (not qualified) if the candidate’s writing does not meet criteria for Advanced-Low.

**Languages**

Currently available Albanian, Arabic, Chinese, English, French, German, Italian, Japanese Portuguese, Serbo-Croat and Spanish. Can be adapted for all languages in which ACTFL offers oral proficiency testing.
ACTFL Proficiency Rating Scale & Guidelines

Superior
Can support opinions, hypothesize, discuss abstract topics, and handle a linguistically unfamiliar situation.

Advanced
Can narrate and describe in past, present, and future time/aspect, and handle a complicated situation or transaction.

Intermediate
Can create with language, ask and answer simple questions on familiar topics, and handle a simple situation or transaction.

Novice
No functional ability; speech limited to memorized material.