

WELSH LANGUAGE SELF-ASSESSMENT GUIDE

	Listening / Speaking	Reading / Understanding	Writing
Level 0	<ul style="list-style-type: none"> ① No appreciable ability 	<ul style="list-style-type: none"> ① No appreciable ability 	<ul style="list-style-type: none"> ① No appreciable ability
Level 1	<p>I can:</p> <ul style="list-style-type: none"> ① Pronounce Welsh words, places names, department names, etc; ② Greet and understand a greeting; ③ Use basic every day words and phrases, e.g. thank you, please, excuse me, etc; ④ Understand/pass on simple verbal requests of a routine / familiar / predictable kind using simple language, e.g. "May I speak to...." ⑤ State simple requests and follow up with extra questions/requests in a limited way. 	<p>I can:</p> <ul style="list-style-type: none"> ① Understand simple key words and sentences on familiar/predictable matters relating to my own job area, e.g. on signs, in letters; 	<p>I can:</p> <ul style="list-style-type: none"> ① Fill in simple forms, note down simple information, e.g. date and venue of a meeting, Welsh addresses, etc;
Level 2	<p>I can:</p> <ul style="list-style-type: none"> ① Understand the gist of Welsh conversations in work; ② Respond to simple job-related requests and requests for factual information; ③ Ask simple questions and understand simple responses; ④ Express opinions in a limited way as long as the topic is familiar; ⑤ Understand instructions when simple language is used. 	<p>I can:</p> <ul style="list-style-type: none"> ① Understand factual, routine information and the gist of non-routine information on familiar matters related to my own job areas, e.g. in standard letters leaflets, etc. 	<p>I can:</p> <ul style="list-style-type: none"> ① Write short simple notes / letters / messages on a limited range of predictable topics related to my personal experiences or my own job area;
Level 3	<p>I can:</p> <ul style="list-style-type: none"> ① Understand much of what is said in an office, meeting, etc; ② Keep up a simple conversation on a work related topic, but may need to revert to English to discuss/report on complex or technical information; ③ Answer predictable or factual questions; ④ Take and pass on most message that are likely to require attention; ⑤ Offer advice on simple job-related matters; 	<p>I can:</p> <ul style="list-style-type: none"> ① Scan texts for relevant information; ② Understand a fair range of job-related routine and non-routine correspondence, factual literature, etc. when standard language is used. 	<p>I can:</p> <ul style="list-style-type: none"> ① Write a detailed/descriptive letter relating to my own job area, but will need to have it checked by a Welsh speaker; ② Make reasonably accurate notes while someone is talking.
Level 4	<p>I can:</p> <ul style="list-style-type: none"> ① Keep up and extended casual work related conversation or give a presentation with a good degree of fluency and range of expression but may need to revert to English to answer unpredictable questions or explain complex points or technical information; ② Contribute effectively to meetings and seminars within own area of work; ③ Argue for/against a case. 	<p>I can:</p> <ul style="list-style-type: none"> ① Read and understand information fairly quickly as long as no unusual vocabulary is used and no particularly complex or technical information is involved. 	<p>I can:</p> <ul style="list-style-type: none"> ① Prepare formal letters of many familiar types such as an enquiry, complaint, request and application; ② Take reasonably accurate notes in meetings or straightforward dictation; ③ Write a report / document relating to my own job area but will need to have it checked by a Welsh speaker.
Level 5	<p>I can:</p> <ul style="list-style-type: none"> ① Advise on / talk about routine, non-routine, complex, contentious or sensitive issues related to own experiences; ② Give a presentation / demonstration; ③ Deal confidently with hostile or unpredictable questions; ④ Carry out negotiations using complex / technical terms; ⑤ Give media interviews. 	<p>I can:</p> <ul style="list-style-type: none"> ① Understand complex ideas and information expressed in complex or specialist language in documents, reports, correspondence and articles, etc. 	<p>I can:</p> <ul style="list-style-type: none"> ① Write letters on any subject; ② Write full / accurate notes of meetings while continuing to follow discussions and participate in them; ③ Write reports / documents with confidence but they may need to be checked for minor errors in terms of spelling and grammar;