



## Business Language Testing Service

### What?

**BULATS**, the **B**usiness **L**anguage **T**esting **S**ervice is a language assessment service. By testing a number of linguistic skills, BULATS produces accurate language profiles of candidates in **English, French, German** and **Spanish**. BULATS is produced by renowned international

language assessment agencies. Results are based on the internationally recognised and standardised level framework of the **Association of Language Testers in Europe (ALTE)**, which is closely linked to the levels of the Council of Europe's Common European Framework for modern languages (CEF).

### Who?

BULATS is primarily of use to **companies and organisations, individuals and language training institutions**.

**Companies and organisations** primarily use BULATS in a human resources context for the assessment of language skills of job applicants and existing staff. Additionally, it is increasingly being used for the monitoring and support of language training in companies. For example, it may be used to track language gain over an extended training period. Companies and organisations also use BULATS for benchmarking purposes, setting linguistic goals and assessing employees' achievements against these criteria.

**Individuals** can make use of BULATS in a number of ways. On the one hand, they can use BULATS as an indicator of language ability in a CV. Alternatively, individuals can use BULATS to confirm the assessment of a standard certificate (e.g. First Certificate in English) which may have been obtained sometime in the past.\* It can also serve as a recommendation to an individual as to which standard exam he or she should prepare for.

**Language Training Institutions** predominantly use BULATS for course placement purposes, general language assessment as well as for recommendations to candidates in regard to the preparation for standard exams that lead to a certificated language qualification.

### How?

After the assessment, candidates receive a BULATS report. The following pages show how this report can be interpreted. For more information on BULATS **please visit [www.bulats.ch](http://www.bulats.ch)**

\*Please see page 2 for the interpretation of BULATS results and the use of the BULATS report.



## Interpretation BULATS test report

Every BULATS candidate receives a BULATS report. This report indicates the candidate's personal data, the name of the company or organisation testing, as well as the detailed result information. The copy of the BULATS report below provides an explanation of the BULATS results as well as a summary of the typical language abilities of the candidate ('can-do' statements).

**BULATS Candidate Test Report**

**1** Family Name: Mustar  
**2** First Name(s): Peter  
**3** Test: English Computer Test  
**4** Company/Organisation: Cambridge Examination Centre  
**5** Test Date: 06/12/2002

**6** Overall Band: ALTE Level: 4

**6** Profile

Overall score	85
Listening score	90
Reading and Language Knowledge score	70

The scores are given on a standard scale out of 100.

### 1 Family Name & First Name

Family Name and First Name indicates the name of the candidate who has taken the test.

### 2 Test

Test indicates the test module (Computer Based Test, Standard Test, Writing Test, Speaking Test) as well as the particular language tested (e.g. English Computer Test, French Writing Test etc.).<sup>1</sup>

### 3 Company/Organisation

Company/Organisation indicates the organisation which tested the candidate.

### 4 Test date

Indicates the date of the test.

### 5 Overall Band

The Overall Band indicates the internationally recognised ALTE (Association of Language Testers in Europe) level achieved by the candidate. ALTE levels correspond directly to the levels of the Council of Europe's Common European Framework for modern languages (CEF).

### 6 Profile

The Profile provides three different results which indicate the candidate's language ability on a standard scale out of 100. This scale helps to identify the position of a candidate between two ALTE or CEF levels.

#### 1. Overall Score

The Overall Score indicates the overall language ability of the candidate.

#### 2. Listening score

The Listening Score indicates the candidate's language ability in reference to his/her listening skills.

#### 3. Reading and Language Knowledge Score

The Reading and Language Knowledge Score indicates the candidate's language ability in reference to his/her reading and language knowledge (grammar & vocabulary) skills.

#### <sup>1</sup> Speaking and Writing Test

Scores for the Speaking and Writing Test are represented by the ALTE Level 0-5 and a +, = or - sign.

- + means the candidate is at the upper end of this band.
- = means the candidate is in the middle of the band.
- means the candidate is at the lower end of the band.

**Summary of Typical Candidate Abilities**

ALTE Level	Description
0	<ul style="list-style-type: none"> <li>understand the general message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> </ul>
1	<ul style="list-style-type: none"> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> </ul>
2	<ul style="list-style-type: none"> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> </ul>
3	<ul style="list-style-type: none"> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> </ul>
4	<ul style="list-style-type: none"> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> </ul>
5	<ul style="list-style-type: none"> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> <li>understand the main message of the message</li> </ul>

**Explanation of Scores**

Standard and Proficiency Tests (Listening, Reading and Language Knowledge)

Score on the Standard and Proficiency Tests (Listening, Reading and Language Knowledge) is given on a standard scale out of 100. The scores range from 0-100.

ALTE = The Association of Language Testers in Europe  
 CEF = The Common European Framework

**Speaking and Writing Tests**

Score on the Speaking and Writing Tests are represented by the ALTE Level 0-5 and a +, = or - sign.

+ means the candidate is at the upper end of this band  
 = means the candidate is in the middle of the band  
 - means the candidate is at the lower end of the band

NOTE: It should be noted that this report cannot have the same value as an official ALTE partner certified award which is taken under guaranteed examination conditions by the certifying body, and has a security printed certificate which confirms an official language qualification obtained by a candidate. Should candidates wish to take such an exam, please contact your local agent or the national BULATS distributor under [info@bulats.ch](mailto:info@bulats.ch) or visit [www.bulats.ch](http://www.bulats.ch). You will also find information on standard examinations on page 3.



## Making BULATS results meaningful

In order to enable everyone, not just language professionals, to interpret the BULATS test result, a series of 'Can-do' statements are included for each level. These are based on in-depth research into language competence across Europe. They express, in clear statements, the typical abilities of candidates at each level.

## Test Report Interpretations

CEF*	Description	BULATS/ ALTE Level	BULATS-Score	
C2	<b>Upper-Advanced</b>	<b>5</b>	<b>90-100</b>	Fully operational command of the language in most business and work situations, e.g. in the workplace can argue a case confidently, justifying and making points persuasively.
C1	<b>Advanced</b>	<b>4</b>	<b>75-89</b>	Good operational command of the language in a range of business and work situations, e.g. can participate effectively in discussions and meetings.
B2	<b>Upper-Intermediate</b>	<b>3</b>	<b>60-74</b>	Generally effective command of the language in a range of familiar situations, e.g. can make a contribution to meetings on practical matters, but is unlikely to follow a complex argument.
B1	<b>Intermediate</b>	<b>2</b>	<b>40-59</b>	Limited but effective command of the language in familiar situations, e.g. can take part in a routine meeting on familiar topics, particularly in an exchange of simple factual information.
A2	<b>Elementary</b>	<b>1</b>	<b>20-39</b>	Very limited command of the language in a range of familiar situations, e.g. can understand and pass on simple messages.
A1	<b>Beginner</b>	<b>0</b>	<b>0-19</b>	Very limited command of the language. Candidates at this level may know some phrases but cannot communicate in the language.

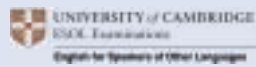



For more detailed 'Can-do' statements and their relationship to BULATS results, please see page 4-5.

## Getting a language qualification

BULATS results indicate a candidate's level of language competence and can therefore be used as a recommendation for a standard examination. Standard examinations are internationally recognised and certificated language qualifications. The table below lists examinations which are based on the standardised level system of ALTE, which is

closely linked to the Council of Europe's Common European Framework for modern languages. Should candidates wish to take such an examination, please contact your local agent or the national BULATS distributor under [info@bulats.ch](mailto:info@bulats.ch) or visit [www.bulats.ch](http://www.bulats.ch)

## Standard Examinations

Awarding Body					
CEF*	ALTE Level	English	French	German	Spanish
C2	<b>5</b>	Certificate of Proficiency in English (CPE)	Diplôme de Hautes Etudes Françaises (DHEF)	Zentrale Oberstufenprüfung (ZOP) Kleines Deutsches Sprachdiplom (KDS)	Diplome Superior de Español (DSE)
C1	<b>4</b>	Certificate in Advanced English (CAE) or Business English Certificate (Higher)	Diplôme Supérieur d'Etudes Françaises Modernes (DS)	Zentrale Mittelstufenprüfung (ZMP)	
B2	<b>3</b>	First Certificate in English (FCE) or Business English Certificate (Vantage)	Diplôme de Langue Françaises (DL)		Diplome Basico de Español (DBE)
B1	<b>2</b>	Preliminary English Test (PET) or Business English Certificate (Preliminary)	Certificate d'Etudes de Françaises Pratique 2 (CEFP2)	Zertifikat Deutsch als Fremdsprache (ZDaF)	Certificado Inicial de Español (CIE)
A2	<b>1</b>	Key English Test (KET)	Certificat d'Etudes de Françaises Pratique 1 (CEFP1)	Grundbaustein Deutsch als Fremdsprache (GBS DaF)	

\* Common European Framework

## The ALTE levels

ALTE examinations are placed at one of 6 levels. The levels are described by a series of Can-do statements which

- define levels of ability in terms of what language users can typically do at each level of the ALTE Framework
- make it easier for users to understand what each level means in relation to what language users actually can do

## Developing the ALTE level and Can-do system

The statements were developed through a rigorous process involving leading experts in language assessment and applied linguistics.

Data was collected from 10,000 language learners throughout Europe.

Research has taken place showing the relationship of the ALTE levels to the Common European Framework.

The four tables below illustrate:

1. Typical general ability at each level and in the skill areas
2. Typical ability in the Social & Tourist context at each level and in the skill areas
3. Typical ability in the Work context at each level and in the skill areas
4. Typical ability in the Study context at each level and in the skill areas

## 1. Overall general ability

Levels	BULATS-Score	Listening/Speaking	Reading	Writing
<b>C2</b> <b>ALTE 5</b>	<b>90–100</b>	CAN advise on or talk about about complex or sensitive issues, understanding colloquial references and dealing confidently with hostile questions.	CAN understand documents, correspondence and reports, including the finer points of complex texts.	CAN write letters on any subject and full notes of meetings or seminars with good expression and accuracy.
<b>C1</b> <b>ALTE 4</b>	<b>75–89</b>	CAN contribute effectively to meetings and seminars within own area of work or keep up a casual conversation with a good degree of fluency, coping with abstract expressions.	CAN read quickly enough to cope with an academic course, to read the media for information or to understand non-standard correspondence.	CAN prepare/draft professional correspondence, take reasonably accurate notes in meetings or write an essay which shows an ability to communicate.
<b>B2</b> <b>ALTE 3</b>	<b>60–74</b>	CAN follow or give a talk on a familiar topic or keep up a conversation on a fairly wide range of topics.	CAN scan texts for relevant information, and understand detailed instructions or advice requests.	CAN make notes while someone is talking or write a letter including non-standard
<b>B1</b> <b>ALTE 2</b>	<b>40–59</b>	CAN express opinions on abstract/cultural matters in a limited way or offer advice within a known area, and understand instructions or public announcements.	CAN understand routine information and articles, and the general meaning of non-routine information within a familiar area.	CAN write letters or make notes on familiar or predictable matters.
<b>A2</b> <b>ALTE 1</b>	<b>20–39</b>	CAN express simple opinions or requirements in a familiar context.	CAN understand straightforward information within a known area, such as on products and signs and simple textbooks or reports on familiar matters.	CAN complete forms and and write short simple letters or postcards related to personal information.
<b>A1</b> <b>ALTE Breakthrough</b>	<b>0–19</b>	CAN understand basic instructions or take part in a basic factual conversation on a predictable topic.	CAN understand basic notices, instructions or information.	CAN complete basic forms, and write notes including times, dates and places.

## 2. ALTE Social & Tourist typical abilities

Levels	BULATS-Score	Listening/Speaking	Reading	Writing
<b>C2</b> ALTE 5	<b>90–100</b>	CAN talk about complex or sensitive issues without awkwardness.	CAN (when looking for accommodation) understand a tenancy agreement in detail, for example technical details and the main legal implications.	CAN write letters on any subject with good expression and accuracy.
<b>C1</b> ALTE 4	<b>75–89</b>	CAN keep up conversations of a casual nature for an extended period of time and discuss abstract/cultural topics with a good degree of fluency and range of expression.	CAN understand complex opinions/arguments as expressed in serious newspapers.	CAN write letters on most subjects. Such difficulties as the reader may experience are likely to be at the level of vocabulary.
<b>B2</b> ALTE 3	<b>60–74</b>	CAN keep up a conversation on a fairly wide range of topics, such as personal and professional experiences, events currently in the news.	CAN understand detailed information, for example a wide range of culinary terms and abbreviations in accommodation advertisements.	CAN write to a hotel to ask about the availability of services, for example facilities for the disabled or the provision of a special diet.
<b>B1</b> ALTE 2	<b>40–59</b>	CAN express opinions on abstract/cultural matters in a limited way and pick up nuances of meaning/opinion.	CAN understand factual articles in newspapers, routine letters from hotels and letters expressing personal opinions. predictable language.	CAN write letters on a limited range of predictable topics related to personal experience and express opinions in
<b>A2</b> ALTE 1	<b>20–39</b>	CAN express likes and dislikes in familiar contexts using simple language such as 'I (don't) like...'. .	CAN understand straightforward information, for example labels on food, standard menus, road signs and messages on automatic cash machines.	CAN complete most forms related to personal information.
<b>A1</b> ALTE Breakthrough	<b>0–19</b>	CAN ask simple questions of a factual nature and understand answers expressed in simple language.	CAN understand simple notices and information, for example in airports, on store guides and on menus. CAN understand simple instructions on medicines and simple directions to places.	CAN leave a very simple message for a host family or write short simple 'thank you' notes.

## 3. ALTE Work typical abilities

Levels	BULATS-Score	Listening/Speaking	Reading	Writing
<b>C2</b> ALTE 5	<b>90–100</b>	CAN advise on/handle complex delicate or contentious issues, such as legal or financial matters, to the extent that he/she has the necessary specialist knowledge.	CAN understand reports and articles likely to be encountered during his/her work, including complex ideas expressed in complex language.	CAN make full and accurate notes and continue to participate in a meeting or seminar.
<b>C1</b> ALTE 4	<b>75–89</b>	CAN contribute effectively to meetings and seminars within own area of work and argue for or against a case.	CAN understand correspondence expressed in non-standard language.	CAN handle a wide range of routine and non-routine situations in which professional services are requested from colleagues or external contacts.
<b>B2</b> ALTE 3	<b>60–74</b>	CAN take and pass on most messages that are likely to require attention during a normal working day.	CAN understand most correspondence, reports and factual product literature he/she is likely to come across.	CAN deal with all routine requests for goods or services.
<b>B1</b> ALTE 2	<b>40–59</b>	CAN offer advice to clients within own job area on simple matters.	CAN understand the general meaning of non-routine letters and theoretical articles within own work area.	CAN make reasonably accurate notes at a meeting or seminar where the subject matter is familiar and predictable.
<b>A2</b> ALTE 1	<b>20–39</b>	CAN state simple requirements within own job area, such as 'I want to order 25 of...'. .	CAN understand most short reports or manuals of a predictable nature within his/her own area of expertise, provided enough time is given.	CAN write a short, comprehensible note of request to a colleague or a known contact in another company.
<b>A1</b> ALTE Breakthrough	<b>0–19</b>	CAN take and pass on simple messages of a routine kind, such as 'Friday meeting 10 a.m.'. .	CAN understand short reports or product descriptions on familiar matters, if these are expressed in simple language and the contents are predictable.	CAN write a simple routine request to a colleague, such as 'Can I have 20X please?'. .

## 4. ALTE Study typical abilities

Levels	BULATS-Score	Listening/Speaking	Reading	Writing
<b>C2</b> ALTE 5	<b>90–100</b>	CAN understand jokes, colloquial asides and cultural allusions.	CAN access all sources of information quickly and reliably.	CAN make accurate and complete notes during the course of a lecture, seminar or tutorial.
<b>C1</b> ALTE 4	<b>75–89</b>	CAN follow abstract argumentation, for example the balancing of alternatives and the drawing of a conclusion.	CAN read quickly enough to cope with the demands of an academic course.	CAN write an essay which shows ability to communicate, giving few difficulties for the reader.
<b>B2</b> ALTE 3	<b>60–74</b>	CAN give a clear presentation on a familiar topic, and answer predictable or factual questions.	CAN scan texts for relevant information and grasp main point of text. purposes.	CAN make simple notes that will be of reasonable use for essay or revision
<b>B1</b> ALTE 2	<b>40–59</b>	CAN understand instructions on classes and assignments given by a teacher or lecturer.	CAN understand basic instructions and messages, for example computer library catalogues, with some help.	CAN write down some information at a lecture, if this is more or less dictated.
<b>A2</b> ALTE 1	<b>20–39</b>	CAN express simple opinions using expressions such as 'I don't agree'. .	CAN understand the general meaning of a simplified text book or article, reading very slowly.	CAN write a very short simple narrative or description, such as 'My last holiday'. .
<b>A1</b> ALTE Breakthrough	<b>0–19</b>	CAN understand basic instructions on class times, dates and room numbers, and on assignments to be carried out.	CAN read basic notices and instructions.	CAN copy times, dates and places from notices on classroom board or notice board.

# BULATS

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**For more information please contact your local BULATS agent or the BULATS National Distributor.**

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