



Timing and Question Management Guide

Use 60 minutes with control

KEY IDEA

Do not divide time equally among all questions. Protect easy marks, avoid long battles and return mentally only if time remains.

Phase	Suggested time	Action
First pass	35-40 min	Answer direct, short-document and clear clue questions.
Second pass	15-18 min	Work on longer texts, difficult gaps and inference.
Final check	3-5 min	Check unanswered items, negatives, dates and option letters.

Usually faster

- Signs and notices
- Direct date/time questions
- Simple phrase gaps
- Clear graph values

May take longer

- Textes lacunaires
- Administrative conditions and exceptions
- Press article inference
- Options with small wording differences

Skip-and-return rule

After about 60–75 seconds without progress, choose the best provisional answer, mark the item mentally and continue. One hard question must not cost several easier questions.

Panic-control strategy

1. Stop for three seconds.
2. Read only the question.

3. Underline the key demand mentally: who, why, when, condition, consequence or main idea.
4. Find one evidence line.
5. Eliminate two options.

Final timing checklist

- No blank answers.
- Negative words checked: ne...pas, sauf, seulement, jamais.
- Dates and deadlines checked.
- Answer matches the question, not just the topic.

WHAT TO LEARN FROM THIS

Time control protects accuracy.

NEXT STEP

Use this timing plan during the Baseline Diagnostic retake.

OFFICIAL POSITIONING NOTE

This resource is part of a TEF Canada Reading / Compréhension écrite support course by Ross French Academy. It is designed to strengthen reading accuracy, vocabulary recognition, gap-fill logic, fast reading, document analysis and answer elimination skills. These are original TEF-style support materials and are not official TEF Canada exam questions. Always confirm current test information with the official TEF provider before your exam.