

# **ELPAC – Paper 1**

## **The Issue of Keyboard Input**

### **1. INTRODUCTION**

**ELPAC** is a language proficiency test NOT a test of ATC competency. *Paper 1* (Listening Comprehension) is internet based and all answers are entered with the help of a keyboard. You answer as you hear the information, not after the whole recording is finished.

All items have been trialled and analyses conducted to find out whether you, the candidate, who perhaps types slowly is not being disadvantaged.

- The items are spaced in such a way that when you hear the information and type the answer using only one finger there is still enough time to input the full answer before the answer to the following item is heard.
- Some parts require just clicking on a box.
- Some parts require writing a short answer in alphanumeric format e.g. 080, 18C, 1014, KLM 541
- Some parts require an answer of 1 or 2, maximum 4 words.
- Full sentences are not expected, neither is perfect spelling.
- The Guidelines for Test takers provide useful tips on how to prepare for the **ELPAC** test.

### **2. ELPAC REQUIREMENTS**

The **ELPAC** test does not require you to be computer literate. Knowledge of computer programs is not expected.

The only thing you need to know is the keyboard layout, or in other words, the navigation functionalities – how to delete something, how to make a space between words, etc.

The keyboard layout (QWERTZ, QWERTY, AZERTY etc.) may vary from country to country but the basic keys (delete, enter, space...) are the same. Keys for different letters can be consulted on the following link: [http://en.wikipedia.org/wiki/Keyboard\\_layout](http://en.wikipedia.org/wiki/Keyboard_layout)

As has already been said, all **ELPAC** test items are spaced in such a way that when you have a sufficient knowledge of English and type slowly using only one finger, you will still have enough time to input all the answers. When examining all items in all **ELPAC Paper 1** live test versions, you will see that the fastest speed required is 10 words per minute (short words such as articles or prepositions are each counted as one word). This requirement is below what has been defined as a slow typist.

If you do not understand the recording, then the problem is not with your keyboard input but in your insufficient knowledge of English.

The **ELPAC** team strongly encourages all test takers to do the sample test on [www.elpacsample.info](http://www.elpacsample.info) **A FEW TIMES** and familiarise themselves with the test format before presenting themselves for the **ELPAC** test.

If you feel you cannot use the keyboard as required for the **ELPAC** Test, please contact your **ELPAC** National Administrator **before** attempting Paper 1.