






If you would like more help with your IELTS preparation please visit
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The BEST LAST MINUTE TIPS for the IELTS Writing exam

-  Organise your time carefully during the hour you have for the whole exam.
Task 1 - 20 minutes
Task 2 - 40 minutes
It's important to follow these suggested times as the **Task 1 is worth 40%** and the **Task 2 is worth 60%**.
-  Before the exam think about **which task you would prefer to write first** – you can write them in any order, starting with Task 2 if you wish.
-  Organise your time carefully for the **Task 2 essay**:
Planning - 5 minutes
Writing - 30 minutes
Checking and editing - 5 minutes So important! Grammar and vocabulary each make up 25% of the total (together that's 50%). If you don't have enough time to check your writing you can lose so many points. Remember, both native speakers and students make basic mistakes when they are writing quickly. So you should always spend time checking at the end.
-  **Before you start planning your essay answer circle the key words in the question** – this keeps you focused on the correct topic. If you don't write relevant information about the essay topic you will lose a lot of marks for your content, which represents 25% of your mark.
-  **If you have problems with timing here's an idea for the essay.** After spending 5 minutes planning do the following:
- Write your introduction paragraph.
 - Then write the main idea for each main paragraph, but nothing else. Leave a space for your supporting sentences and examples. You can write these later.
 - Write your conclusion paragraph.
 - You can then go back and complete your main paragraphs.

This process helps you to control paragraph lengths, and stops you from writing too much in one paragraph. Hopefully this means you can complete your essay in the time provided, as well as helping you to write an essay with well-balanced paragraphs. If you still have time problems, at least the examiner can see you have presented a correct essay structure, with main ideas. You'll just lose points on a lack of supporting ideas. However, you should practise using this technique before you take the exam.



Organise your time carefully for the **Task 1**:

Planning - 4 minutes

Writing - 12 minutes

Checking and editing - 4 minutes



When answering the **Academic Task 1**, **circle the significant data on the graph**. Then choose the order you are going to write about this data. **Write the numbers 1, 2, 3 etc. on the graph to help you write the information logically** in your answer.



When answering the **General Task 1**, **circle the key words in the question** to keep you focused. **Use the bullet points to structure your answer** – each bullet point represents one paragraph.