



# The Common European Framework of Reference (CEFR): The ABCs of Language Competence



	<b>SPEAKING:</b> Conversations, Phone Calls, Presentations, Meetings	<b>LISTENING:</b> Receiving and Processing Information	<b>WRITING:</b> Letters, Faxes, Emails, Minutes, Reports	<b>READING:</b> Receiving and Processing Information
<b>C2</b>	<p>Can produce clear, smoothly flowing well-structured speech with an effective logical structure which helps the recipient to notice and remember significant points.</p> <p>Has a good command of idiomatic expressions and colloquialisms.</p> <p>Can take an active or leading part in negotiations and meetings with both native and non-native speakers.</p> <p>Can react appropriately to unexpected situations which may be influenced by cultural differences.</p>	<p>Has no difficulty in understanding any kind of spoken language.</p> <p>Can understand all native speakers even if they are speaking on abstract or complex specialised topics that are not within the listener's own field.</p> <p>Needs a moment to become accustomed to a new accent.</p>	<p>Can write clear, smoothly flowing, complex texts in an appropriate and effective style.</p> <p>Can exploit a comprehensive and reliable mastery of a very wide range of language to formulate thoughts precisely.</p> <p>Can produce comprehensible and well-structured reports and articles on complex subjects relating to his / her professional capacity, e.g. writing the minutes of a meeting.</p>	<p>Can understand and critically interpret virtually all forms of the written language.</p> <p>Can appreciate subtle distinctions of style and implicit as well as explicit meaning.</p> <p>Can understand all types of correspondence.</p> <p>Can read and understand contracts, regulations and instruction manuals.</p>
<b>C1</b>	<p>Can express him-/ herself fluently and spontaneously, almost effortlessly.</p> <p>Can give clear, detailed descriptions and presentations on complex subjects, integrating sub themes, developing particular points and rounding off with an appropriate conclusion.</p> <p>Can give clear, well-structured presentations on topics belonging to his / her own field with the help of tables and figures and suited to the target group, responding spontaneously to questions from members of the audience.</p>	<p>Can understand enough to follow extended speech on abstract and complex topics, though may need to confirm occasional details.</p> <p>Can recognise a wide range of idiomatic expressions and colloquialisms.</p> <p>Can understand presentations, reports and operating instructions connected with his / her profession, even when these are complex and expressed in complicated language.</p>	<p>Can write clear, well-structured texts on complex subjects.</p> <p>Can express him-/ herself in a clear and precise manner, and can make effective, flexible use of a style appropriate to the reader in mind.</p> <p>Can write a formally correct letter of complaint and request that problems be addressed.</p> <p>Can expand and support points of view at some length with subsidiary points, reasons and relevant examples.</p>	<p>Can understand a wide range of lengthy, complex texts which occur in a social, professional or educational context, provided he / she can reread difficult sections.</p> <p>Can extract the required information from complex texts relating to his / her own area of specialty.</p> <p>Can understand comprehensive reports and analyses.</p>
<b>B2</b>	<p>Can interact with a degree of fluency and spontaneity that makes regular interaction and sustained relationships with native speakers quite possible without imposing strain on either party.</p> <p>Can give clear, detailed descriptions and reports and can clearly put forward a point of view on an issue.</p> <p>Can express his / her ideas and opinions in meetings with precision, can present and respond to complex lines of argument and solve differences of opinion convincingly.</p>	<p>Can understand the main ideas on both concrete and abstract topics which may be highly complex with regard to structure and content, if delivered in a standard dialect.</p> <p>Can follow extended speech and complex lines of argument, provided the topic is reasonably familiar.</p> <p>Can understand the essential aspects of announcements, presentations and discussions within his / her professional field, as long as standard language is used.</p>	<p>Can write clear, detailed texts on a variety of subjects related to his / her field of interest, synthesising and evaluating information and arguments from a number of sources.</p> <p>Has a sufficient range of language to be able to give clear descriptions, express viewpoints and develop arguments.</p> <p>Can compose standard formal letters to business partners and official departments.</p>	<p>Can adapt style and speed of reading to different texts and purposes, using appropriate reference sources selectively.</p> <p>Has a broad reading vocabulary, but may experience some difficulty with low-frequency idioms.</p> <p>Can read correspondence relating to his / her area of specialty and extract the essential points.</p> <p>Can understand texts within his / her area of specialty, including illustrations and tables.</p>
<b>B1</b>	<p>Can enter unprepared into conversation on familiar topics, express personal opinions and exchange information on topics that are familiar, of personal interest or pertinent to everyday life.</p> <p>Can express thoughts well enough to be understood without difficulty most of the time.</p> <p>Can pass on short passages from texts and presentations relevant to his / her professional field in an informal exchange of information.</p>	<p>Can understand straightforward factual information about common everyday or job-related topics.</p> <p>Can understand what is said in an everyday conversation if people speak clearly, but must ask for words or expressions to be repeated on occasion.</p> <p>Can understand the gist of longer conversations and meetings on straightforward matters related to his / her professional field, provided speech is clearly articulated and in standard dialect.</p>	<p>Can write straightforward connected texts on a range of familiar subjects within his / her field of interest.</p> <p>Can ask for or convey simple information of immediate relevance in personal letters and messages, indicating what he / she finds important.</p> <p>Can write short, simple texts on developments or results for a report or minutes, perhaps using straightforward tables and graphs.</p>	<p>Can read straightforward factual texts on subjects related to his / her field of interest with a satisfactory level of comprehension.</p> <p>Can recognise significant points in straightforward newspaper articles on familiar subjects.</p> <p>Can understand standard letters from business partners and official departments.</p> <p>Can understand the main content and important details in articles and reports on themes connected with his / her field.</p>
<b>A2</b>	<p>Can communicate in simple and routine tasks requiring a simple and direct exchange of information.</p> <p>Can give a simple description or presentation of people, living or working conditions, daily routines, likes / dislikes etc.</p> <p>Can ask for and react to information on matters to do with work, if familiar language patterns are used.</p>	<p>Can understand enough to be able to meet needs of a concrete type, provided speech is clearly and slowly articulated and is related to very basic personal and family-related information or areas such as shopping, local geography and work.</p> <p>Can understand the main point in short, clear, simple messages and announcements.</p>	<p>Has a limited repertoire of short memorised phrases covering predictable survival situations.</p> <p>Can use basic sentence patterns and link them with connectors like "and", "but" or "because".</p> <p>Can write letters which include simple expressions used to make requests and to thank people, as well as salutations and closing formulae.</p> <p>Can write short directions on how to get to a meeting or place of work.</p>	<p>Can understand short, simple texts on familiar matters of a concrete type which consist of high-frequency everyday or job-related language.</p> <p>Can understand short, simple texts containing frequently used vocabulary and some internationally familiar words.</p> <p>Can understand simple written messages, letters, faxes and emails, e.g. about the company's products or for making appointments.</p>
<b>A1</b>	<p>Can interact in a simple way in areas of immediate need or on very familiar topics, but communication is totally dependent on rephrasing, repair and on repetition at a slower rate of speech.</p> <p>Can greet clients and co-workers and use simple greeting and leave-taking expressions.</p> <p>Can ask and answer simple questions about personal details and the workplace, including name, home town, location, products.</p>	<p>Can understand everyday expressions related to immediate needs, as long as speaking partners are willing to talk slowly and clearly, using repetitions.</p> <p>Can understand numbers, quantities, cost and time.</p>	<p>Has a very basic range of simple expressions about personal details and needs of a concrete type.</p> <p>Can write simple, isolated phrases and sentences.</p> <p>Can enter personal details into a form.</p> <p>Can write a message to tell someone where he / she is or where they can meet.</p>	<p>Can understand very short, simple texts a single phrase at a time.</p> <p>Can get an idea of the content of simple informational material and short simple descriptions, especially if there is visual support.</p> <p>Can understand a form well enough to fill in basic personal details.</p> <p>Can understand the most important computer commands, e.g. "open", "save" and "exit".</p>