PTE Academic written-skills model pack 01

Six original Summarize Written Text and Write Essay practice tasks. This is written-skills practice only, not a full PTE Academic mock. For each summary use one sentence of 5–75 words and up to 10 minutes. For each essay use 200–300 words and up to 20 minutes.

1. Summarize Written Text

A town library introduced a tool-lending scheme after residents said they occasionally needed equipment that was expensive to buy. Members can borrow items such as drills and gardening tools after completing a short safety briefing. During the six-month pilot, demand was highest at weekends. Staff found that the scheme helped some residents complete repairs without purchasing new equipment, but maintenance and late returns created additional work. The library plans to continue the service with a smaller range of durable tools and a clearer booking system. It has not yet calculated whether the scheme reduces overall household spending across the town.
Summarise the passage in one sentence of 5–75 words.

Planning checks

1. Identify the main topic and the central result or argument.
2. Separate supporting evidence from minor examples.
3. Retain an important contrast, condition or limitation.

Write the full response on separate paper and record your time. Review content, organisation, grammar and length after completing the task.

2. Summarize Written Text

Researchers compared two ways of reminding patients about routine appointments at a small clinic. One group received a text message, while another received a telephone call. Fewer appointments were missed in the text-message group, and staff spent less time sending its reminders. However, patients chose whether they could receive texts, so the groups may have differed in age, access to devices or daily routines. The clinic will retain both methods and conduct a longer comparison before deciding whether texts should become the default option. The initial findings concern this clinic and do not establish that telephone reminders are generally ineffective.
Summarise the passage in one sentence of 5–75 words.

Planning checks

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3. Write Essay

Some people believe universities should require every student to complete a community project before graduation. To what extent do you agree? Write 200–300 words.

Planning checks

1. Identify exactly what the question asks you to discuss or judge.

2. State a clear position and select two or three supporting reasons.

3. Develop examples that explain the reason rather than changing the topic.

Write the full response on separate paper and record your time. Review content, organisation, grammar and length after completing the task.

4. Summarize Written Text

An office replaced disposable cups with reusable mugs in its kitchen. Waste from cups fell sharply, but the number of washing cycles increased. A staff survey found that employees generally supported the change, although several wanted clearer responsibility for cleaning shared items. The office then placed mugs near the dishwasher and added a simple end-of-day rota. Its sustainability team explained that reduced visible waste was only one part of the environmental picture: water, energy and the useful life of the mugs also mattered. A full comparison would require measurements that the office had not yet collected.
Summarise the passage in one sentence of 5–75 words.

Planning checks

1. Identify the main topic and the central result or argument.

2. Separate supporting evidence from minor examples.

3. Retain an important contrast, condition or limitation.

Write the full response on separate paper and record your time. Review content, organisation, grammar and length after completing the task.

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5. Summarize Written Text

A transport authority tested a flexible bus route in an area with few evening passengers. Travellers booked a pickup through a telephone line or an application, and the bus combined nearby requests. Some users valued the shorter walk to a stop, while others found the changing pickup times difficult to predict. Operating costs per passenger were initially higher than on the main fixed routes because demand was low. The authority will adjust the booking window and compare the service with the previous evening timetable over another season before deciding whether to expand it.
Summarise the passage in one sentence of 5–75 words.

Planning checks

1. Identify the main topic and the central result or argument.
2. Separate supporting evidence from minor examples.
3. Retain an important contrast, condition or limitation.

Write the full response on separate paper and record your time. Review content, organisation, grammar and length after completing the task.

6. Write Essay

Employers should provide regular training during working hours rather than expecting employees to learn entirely in their own time. Discuss your view. Write 200–300 words.

Planning checks

1. Identify exactly what the question asks you to discuss or judge.
2. State a clear position and select two or three supporting reasons.
3. Develop examples that explain the reason rather than changing the topic.

Write the full response on separate paper and record your time. Review content, organisation, grammar and length after completing the task.

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