Quick Guide to the IELTS Online
Listening, Reading, and Writing Tests – Summary

This guide explains how to navigate and use features in the online IELTS tests:
- A clock at the top shows your remaining time.
- Instructions for each part appear at the top of the screen.
- Use the navigation bar or arrow buttons to move between questions.
- A line appears above a question in the bar when it's answered.
- You can flag questions to return to them later by clicking the flag icon.
- To un-flag, click the same icon again.

You can:
- Review and change answers any time before the test ends.
- Use the scroll bar to view all questions.
- Adjust text size and color contrast via the options icon (top right).
  - Contrast: black on white, white on black, yellow on black
  - Text size: regular, large, extra large
- In the listening test, volume can be changed using the speaker control.
- Access test instructions anytime via the options menu.

You can also:
- Highlight text by selecting it and clicking "highlight"
- Remove highlights by clicking the text again and choosing "delete highlight"
- Make notes by selecting text and clicking "note"
  - Notes appear in a panel and are saved automatically
  - To view, click the notes icon or the highlighted text
  - To delete a note, click "delete" then confirm

Test Security and Support:
- Tests are monitored by a human proctor
- You can raise your hand to speak to the proctor or use the chat function
- Do not leave your computer during the test—this will end the session
- With one minute left, the screen will change color
- The test automatically ends when time runs out