

**Intersteno Competition
Correspondence and summary reporting
Ghent (Belgium) 2013**

(The English dictation text is in column I of Art. 19.1 of the Intersteno Regulations for Ghent. The dictation starts at 120 syllables per minute, and ends at 210 syllables per minute.)

Test dictation

**Quarter
minutes**

As a consumer, you are always looking for ways to save money when it comes to your home and your monthly utility 1/4

bills. We encourage you, if possible, to use a combination of electricity and natural gas to save 1/2

on future bills. For your lights, TV, refrigerator, and countless other appliances you use every day, there 3/4

is no substitute for electricity. But for heating and cooking, natural gas is your most efficient option.

End of 1 minute

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The competition text

A. The letter

**Quarter
minutes**

Dear Customer, There is no doubt that the cost of gas and electricity represents a growing burden for households. 1/4

Your utility company understands this, and our goal is to lower your energy bill. You will find some useful 1/2

tips in this letter to help you curtail your use of gas and electricity. Turn off the lights you do not need, and use 3/4

energy- saving light bulbs. They last up to ten times longer and use 75% less energy than ordi-

End of 1st minute

nary bulbs. It is one of the easiest ways to start saving money. Furthermore, do not leave things on standby. This also will 1/4

save on your electricity bill. Run your appliances, such as washing machines and dishwashers, during off-peak periods — 1/2

in the early morning, in the evening, or on weekends. Keep your fridge at the optimum temperature of around 4 degrees 3/4

centigrade, and do not put hot food in it. Load and unload your fridge as quickly as possible, without leaving its door open for

End of 2nd minute

longer than you need to. And finally, here are some cooking tips. Always use the right size of pan for your cooking ring and put a lid on the 1/4

pot. This will help save energy as it will cook faster. Make sure the gas flame only heats the bottom of the pan. This will help save gas and stop 1/2

the handle from getting hot. Not only your money is at stake, for when you use less energy, you also become greener. You then are help- 3/4

ing to preserve the environment by reducing reliance on fossil fuels and lessening harmful emissions. Yours sincerely,

End of 3rd minute

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- Please observe a dictation pause of 10 seconds.

B. The text to summarize

**Quarter
minutes**

Our future depends on energy saving and promoting the use of renewable energy

1. Something about fossil fuels

Certainly, 1/4

it may seem a difficult name: fossil fuels. But we can make it understandable by saying that this is what coal, oil and natural gas are 1/2

called. These, of course, are sources of energy that are found underground, where they have developed over millions of years. Generally speaking, fossil fuels 3/4

are the primary energy source for people all over the world. For example, we are using these fuels to power our cars and heat our homes.

End of 1st minute

It is only in recent years that we have become aware of the fact that fossil fuels have two major drawbacks. Firstly, they are finite and not renewable. 1/4

So when we have depleted the earth's stockpile of coal, oil and natural gas, these resources will be gone. Secondly, the use of fossil fuels has a 1/2

negative impact on the natural environment. This is, as we are told, because of the harmful emissions they cause.

2. Why energy saving is important 3/4

Speaking in general terms, energy saving means, above all, being economical with the use of energy: energy for your car or home, for

End of 2nd minute

office buildings, factories, and so on. We will explain here that saving energy is important by showing you its positive effects. Let us, therefore, have a look 1/4

at your personal situation. Saving energy at home by using energy-efficient appliances and insulating your roof and walls, helps you save 1/2

money by bringing down your energy bill. Everybody appreciates such a positive effect. On a global scale, saving energy means that depletion of the 3/4

finite stock of fossil fuels will be postponed and that, as a result, these stocks will last longer in the future. Finally, saving energy also contributes to

End of 3rd minute

a healthier environment, because, in this way, the harmful emissions we already talked about will be reduced.

3. What are the alternatives to fossil energy? 1/4

Notwithstanding our energy-saving efforts, at some time in the future coal, oil and natural gas will become scarce and, for that reason, more expensive. The inevitable 1/2

conclusion is that we need alternatives for fossil energy. A well-known alternative, for many years, is nuclear energy. Although nuclear energy is widely 3/4

used, it has two main drawbacks. There is always the possibility of catastrophes, with radiation damage, and there is the difficult disposal of nuclear waste

End of 4th minute

material. In view of the drawbacks of fossil and nuclear energy, renewable or so-called green energy offers us the best alternatives for the future. We are talking 1/4

about the sun, giving us electricity through solar power. We are talking about wind and water, making it possible to operate electricity-producing turbines, 1/2

and about earth or geothermal warmth, the warmth deep down in the earth, that can be tapped to heat our homes.

4. The present and expected role of renewable energy

There is a broad 3/4

variety of renewable energy sources, and as yet we did not mention all the existing sources of green energy. Take, for example, biofuel, made by processing

End of 5th minute

material from trees and plants. Nevertheless, at the moment only about 15% of global energy consumption is met by all these renewable sources. This, of course, is far too little 1/4

to be able to present them as a credible alternative to fossil energy. To remedy this situation targets and future goals for the use of renewable energy 1/2

have been set. This has been done both internationally, and nationally. A generally accepted goal is that in the year 2020 our energy consumption should consist of 3/4

20 % green energy. This, at least, is the goal set by the European Union.

5. Our future depends on the availability of energy

Our modern, urban society has

End of 6th minute

become very dependent on energy, especially electricity. Without electricity whole cities, transport, and communication would come to a standstill. Factories and hospitals 1/4

would not be able to operate anymore. Water would stop coming out of the tap and the inhabitants of cities would not be able to buy food. Only in rural areas could people have some 1/2

chance of surviving, but in general populations would fall back to a minimal subsistence level. So it is very important, if we want to continue our way of living, to have enough energy 3/4

at our disposal, now and in the future. Therefore, energy saving and the development of renewable sources of energy are very important goals, both on a national scale and worldwide.

End of 7th minute

The model summary (only meant for the correctors)*

Our future depends on energy saving and promoting the use of renewable energy

	Credit points to be earned
1. Something about fossil fuels (18 credit points)	
1. Coal¹, oil² and natural gas³ are called fossil fuels⁴ .	6
2. They are the primary¹ energy source² for people³ .	4
3.a Fossil fuels¹ have two² drawbacks³ :	2
b. they are finite¹ (not renewable);	2
c. their use¹ has a negative impact² on the environment³ .	4
2. Why energy saving is important (20 credit points)	
1. Energy saving¹ means being economical² with the use of energy³ .	4
2. You then save money¹ by reducing your energy bill² .	4
3. Saving energy helps the finite stock of fossil fuels¹ to last longer² ;	6
4. it benefits the environment¹ by lessening harmful emissions²	6
3. What are the alternatives to fossil energy? (22 credit points)	
1.a. Fossil fuels¹ will become scarce² and expensive³ ;	4
b. therefore, we need alternatives¹ .	2
2.a. Nuclear energy¹ , as an alternative, has two main drawbacks² :	4
b. risk of catastrophes¹ and the problem of nuclear waste² .	4
3.a. Best alternatives¹ are offered by green energy² :	4
b. the sun¹, wind² and water³ , and geothermal warmth⁴ .	4
4. The present and expected role of renewable energy (20 credit points)	
1. There is a broad variety¹ of renewable² energy sources³ .	4
2. Only about 15%¹ of global energy consumption² is met by green energy³ .	6
3. To remedy this situation¹ targets² have been set.	4
4. The EU goal¹ is 20% green energy² in 2020³ .	6
5. Our future depends on the availability of energy (20 credit points)	
1. Urban society¹ cannot function² without energy³ .	4
2. Without energy¹ we fall back² into primitive circumstances³ .	6
3.a. Energy¹ must therefore remain available² :	4
b. by energy saving¹ and developing renewable energy sources² .	6

**100 credit
points in all**

*) Participants use their own words when making the summary; synonyms are allowed. To earn all the credit points of a sentence in the model, its meaning must be present for 80% or more in the summary. Half the points are allotted when this presence is between 20 and 80%, zero points when less than 20%. To facilitate this calculation the key notions of each sentence in the model are in bold print and have been numbered (in super script).