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| **Meeting Type** | **L&S Course Group**  | **Date**  | **26.11.2024** |
| **Venue** | **A 201** | **Time** | **13:25** |
| **Attendees** | **S...............Ç****S...........T..........****C.............G..............D...........****G............G...............D..........****R..........A............** | **Missing Attendees** | **None**  |
| **Moderator** | **S..............Ç.............** | **Next Meeting** |  |
| **Agenda** | * **Reflections and remarks on the first L&S midterm exam**
* **Determining the presentation topic for both A and B levels**
* **Providing extra material**
* **Defining duties for the preparation of 2nd Midterm exam**
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| **Decisions/ action****steps** | **In the meeting, the following decisions are made;** **-Reflections and remarks on the first midterm exam were received and it was decided not to use holistic rubric for the second speaking exam.** **-The second presentation topic will be on ‘’a *memorable experience’’*. The presentation outline will be shared one week before the presentation.** **-Listening and speaking pack will be shared in our classes both to support students in their exam preparation and be used during extra time in lessons.** **-The exercises on pages 162 to 167 will be completed as time permits after finishing the unit.** **-The instructors to prepare the questions are as follows;** **L&S A Level S.............Ç.........** **L&S B Level S..............T..........** |
| **Minute Taker** | **S...........C...............** |