



<b>Meeting Type</b>	<b>C CLASSES LISTENING &amp; SPEAKING MEETING</b>	<b>Date</b>	<b>May 7, 2024</b>
<b>Venue</b>	<b>SDU YDYO A 202</b>	<b>Time</b>	<b>13.00</b>
<b>Attendees</b>	<b>G.... G.... D.... C.... G.... D.... E.... A.... K....</b>	<b>Missing Attendees</b>	<b>None</b>
<b>Moderator</b>	<b>G.... G.... D....</b>		
<b>Agenda</b>	<ul style="list-style-type: none"> <li>• Preparations for the final exam and the make-up exam</li> </ul>		
<b>Decisions/ action steps</b>	<p>The decisions made are as follows;</p> <ul style="list-style-type: none"> <li>• There will be 4 parts in the final and the make-up listening exam: <ul style="list-style-type: none"> <li>-7 vocabulary questions (multiple choice) (UNITS 1-2- 4-5-6-7-8)</li> <li>-2 separate listening tracks with comprehension questions (While listening parts- 6 questions for each.)</li> <li>-6 notetaking questions</li> </ul> </li> <li>• Speaking part of the final and the make-up exam will be in 2 parts. <ul style="list-style-type: none"> <li>- 1<sup>st</sup>. part (Oral Presentation) (Prepared Speech): In this part, the students perform their prepared oral presentation about the topic that was assigned to them before. It lasts about 5-8 minutes.</li> <li>- 2<sup>nd</sup> part (Impromptu Speech) (Unprepared Speech): After the student finishes his/her presentation, the instructor asks a personalized question about the student's topic. The student is expected to answer the question without any preparation.</li> </ul> </li> <li>• The content of the final and the make-up exam will be announced to the students.</li> </ul>		
<b>Questions</b>	<b>None</b>		
<b>Minute Taker</b>	<b>G.... G.... D....</b>		