

	BANDIRMA ONYEDİ EYLÖL ÜNİVERSİTESİ Yabancı Diller Yüksekokulu	Doküman No	BKTT/YDYO/1 7
		İlk yayın tarihi	9.10.2025
	B1+ SEVİYE TOPLANTISI-2	Rev. No / Tarih	00/...
		Sayfa sayısı	1/2

BANDIRMA ONYEDİ EYLÖL UNIVERSITY
School of Foreign Languages
Basic English Department
2024-2025 Academic Year
B1+ LEVEL
LEVEL MEETING AGENDA 1

Date:03.09.2024

Place: Blen's Office

Time: 12.05

Participants: B1+ Instructors

Missing: Blen G. Jaletta

Chairperson: Gülpınar Sarman

Minute Taker: Blen G. Jaletta

1. 2024-2025 ACADEMIC YEAR OPERATIONAL PLAN

(Here you may show and talk about the details of the operational plan.)

2. ADVISOR DUTIES

(Following the class and their success. Following OP strictly. If there is any kind of problem, inform Level Coordinators.)

3. BOOKS & ONLINE HOMEWORK APPS.

(Please mention how they use the books, they may skip writing if you also agree. Mention the importance of following the book and operational in a coherence.)

4. STUDENT CONTACT

(No mobile number, use OBS, LMS, etc. Inform students about this, as well.)

5. GRADES & ABSENTEEISM

HAZIRLAYAN	KONTROL EDEN	ONAYLAYAN
Cihad Aydın Şube Müdürü Yabancı Diller Yüksekokulu Kalite Birim Sorumlusu	Öğr. Gör. Fatma İrem Ocaktan Kurgan Yabancı Diller Yüksekokulu Müdürlüğü Müdür Yardımcısı	Öğr. Gör. Türkan Yılmaz Yabancı Diller Yüksekokulu Müdürü

5070 sayılı Elektronik İmza Kanunu çerçevesinde, bu DEB elektronik imza ile imzalanarak yayımlanmış olup, güncelliği elektronik ortamda " Kalite Doküman Yönetim Sistemi (KDYS)" üzerinden takip edilmelidir.

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		Sayfa sayısı	2/2

(Talk about exam calendar, assessment is almost same with the previous year, you may only talk about and show presentation paper and explain it.) Grading presentations will be instructors' duty this year.

6. EXTRA MATERIALS

(You may emphasize the importance of being STANDARD. If there is any kind of material to be used in the class, they need to get your approval first. Then, this material can be applied in all classes.)

7. RULES FOR THE UPCOMING YEAR

Being standard, following the mentioned points during the meetings. attending level meetings regularly, and informing each other in every circumstance. If you have any other rules to follow, please mention.

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