

	BANDIRMA ONYEDİ EYLÜL ÜNİVERSİTESİ Yabancı Diller Yüksekokulu	Doküman No	BKTT/YDYO/0 2
		İlk yayın tarihi	9.10.2025
	A2 SEVİYE TOPLANTISI-2	Rev. No / Tarih	00/...
		Sayfa sayısı	1/2

BANDIRMA ONYEDİ EYLÜL UNIVERSITY
School of Foreign Languages
Basic English Department
2024-2025 Academic Year

LEVEL MEETING AGENDA 2

Date: 30.09.2024

Place: Reading Room (3rd Floor

Time: 12:15

Participants: A2 Level Instructors (Naciye Nur Ekşi, Tatiana Popunova Aslan, Yalkın Yalınız, Tolga Akar Çay, Kübra Yazkan, Ayşenur Kapıcı, Merve Yakut

Missing: Türkan Yılmaz, Haithem Mbarka (Off Day)

Chairperson: Naciye Nur Ekşi

Minute Taker: Merve Yakut

1. EVALUATION OF THE FIRST & SECOND WEEK

Introduction part and Unit 1 were covered during the first and second week. Instructors completed units earlier than scheduled so coordinators have planned some necessary changes on Operational plan.

2. 2024-2025 ACADEMIC YEAR OPERATIONAL PLAN CHANGES / NEEDS

Focus Review pages for each unit will be an in-class task not an assignment. Some writing pages of Focus units will be covered in MC lessons. (They are mentioned in O.P.) If instructors still have time in a week, they can play game by using word-lists. It is optional for the classes.

3. GOOGLE CLASSROOM- E-CLASSES

-Google classroom will be used instead of LMS system. Classes and class codes have been created by the head of the department and delivered to instructors. Then class codes will be shared with students by the instructors. Virtual classrooms are important to share information with the students.

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

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The instructors are going to share links and they can send messages through the use of Google Classroom.

-Pearson will create online classes for FOCUS books and class codes will be shared with students via instructors. Students will need to join their classes with those class codes and then activate their books using the codes they get from their books.

4. WRITING CLASSES ASSIGNMENTS AND PROCEDURES & WEXT-AI

Wext.ai will be used to assess students' writing skills. Assignments will be created on the application and students will upload their work, which they will write in class on a blank paper using the link provided by reading and writing instructors either in class if they have time or after the class until the due date, on the system. Instructors will keep the original writing papers in a folder so students should take a picture of their writings before they submit their assignments.

QUIZ 1

Quiz 1 includes Listening, Reading and Language Use sections. Students are responsible mainly for Unit 1 and Unit 2. But they need to have vocabulary knowledge of Unit 3 as well.

5. ADVICE AND RECOMMENDATIONS

For the next years, writing process for students can start after using some extra pre-writing materials since the students are not ready to write something on a book.

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