### STUDENT GUIDELINES FOR ORAL EXAM

SPAN 1101.01-1103.01

AUTUMN 2016

• Your oral exam appointment will last approximately seven (7) minutes (from start to finish) and will take place in your regular classroom.

• You will schedule your oral exam time slot ahead of time on a sign-up sheet provided by your instructor. If you do not show up for your oral exam on the pre-arranged day and time chosen by you (*and* you do not have a documented excuse for missing it), you will receive a zero on the exam, with no pos­sibility of a make-up. If, however, you miss your oral exam and are able to provide acceptable, verifiable documentation of the reason, a make-up will be granted.

• Your instructor will distribute in advance the list of topics and the grading criteria to be used for the oral exam. Be sure to look over this material care­fully in preparation for your exam. While you have access to the various exam topics ahead of time in order to prepare mentally and review any necessary vocabulary and grammatical structures, you will *NOT* be allowed to refer to note cards, your textbook, a Spanish-English dic­tionary, or any other resource materials *during* the exam. The exam is a test of your ability *to express your ideas* more or less spontaneously in Spanish. It is *NOT* a test of your ability *to read or memorize paragraphs* in Spanish. While your instructor may ask you questions or make brief comments during your exam to help you or let you know that he/she understands what you are saying, the major responsibility of producing the content is *YOURS*. Think of the exam as a type of presentation or monologue on your part, with occasional feedback from your in­terested listener.

• Before your oral exam, your instructor will have cut the list of topics into individual strips of paper, such that one topic appears on each slip. The slips of paper will be folded and placed in a con­tainer. At the start of your exam, you will randomly choose *three (3)* slips of paper from the container. You will have a minute or so to review the topics and then choose *two (2) and only two* of them to discuss during your exam (i.e., you will choose your two favorite topics and place your least favorite one back in the container). Then you will begin speaking. Prepare to speak for approxi­mately one to two minutes about each of the two topics, for a total of two to four minutes of speaking.

• For additional oral exam practice, consider visiting the Teaching & Learning Center (TLC) in Hagerty Hall (271, 272, 273), either alone or with other students. Instructors are available for speaking practice throughout the day (consult the TLC schedule at [<http://sppo.osu.edu/undergraduate/tlc/spanish-schedule](%20%3chttp://sppo.osu.edu/undergraduate/tlc/spanish-schedule)>.

• During your oral exam, relax and try to enjoy the experience of sharing your thoughts with your instructor. This will enhance your performance. Good luck!