

IZMIR INSTITUTE OF HIGH TECHNOLOGY
SCHOOL OF FOREIGN LANGUAGES
DEPARTMENT OF BASIC ENGLISH
2022-2023 ACADEMIC YEAR SPRING TERM
ONLINE EDUCATION INFORMATION LEAFLET

Dear Students,

- We will use the 'Microsoft Teams' program for the online education-teaching activities of the 2022-2023 Academic Year Spring semester in the preparatory classes.
- Please carefully follow the written and/or verbal announcements made by your teachers through the 'Microsoft Teams' program.
- You can reach your teachers through the 'Microsoft Teams' program for all your questions.
- Simultaneous (synchronous) lessons in all classes will consist of 35-minute sessions, and each lesson will be recorded. You will be able to access the course recordings whenever you want.
- 2022-2023 Academic Year Spring Semester Preparatory Class course hours are as follows:

	Level 1	Level 2	Level 3
Integrated Skills:	20 hours	18 hours	16 hours
Speaking Skills:	2 hours	2 hours	4 hours

- The entrance and exit times of the 2022-2023 Academic Year Spring Semester Prep Class courses are as follows:

1st Lesson	09:00-09:35
2nd Lesson	09:45-10:20
3rd Lesson	10:30-11:05
4th Lesson	11:15-11:50
5th Lesson	12:00-12:35

- In order to get efficiency from the online language learning process, consider the following suggestions:
 - o Provide active participation in the activities in the simultaneous lessons (such as turning on the microphone and speaking, answering questions by writing into the chat box, conducting lesson activities in the breakout rooms).
 - o If you cannot attend the simultaneous lessons, watch the recorded videos of the lessons. Do not hesitate to ask your teachers about the points you have difficulty in understanding.
 - o Actively use various digital interactive tools directed by your teachers inside and/or outside the classroom.
 - o Complete the assignments and work given by your teachers on time.

- o Ask your teachers for support within the scope of 'Office Hour' when you need them, based on the feedback you receive from your teachers about the homework and studies you have done.
- o Within the scope of 'Office Hour', please also ask your teachers for help for your needs such as revision and practice.
- o Participate in the activities organized by the 'Extracurricular Activities Unit'.
- According to the decision of YÖK (Higher Education Council), no exams will be applied until the new announcement to be made in April, and student performance will not be marked. Announcements about the evaluation processes will be made by your advisor teachers in due time.

We wish you all a healthy season.