

ENGLISH PROFICIENCY EXAM FOR INTERNATIONAL STUDENTS

ONLINE EXAM DATE and TIME: **09.01.2021 / 10:00**

Dear Students,

-English Proficiency exam will be held **remotely/online**.

-You have 90 minutes to complete the exam. In order not to encounter any problems, be ready and open the Zoom Link *10 minutes* before the exam.

-The Zoom link will be sent via the distance learning system at 09:30.

Exam start time is: **10:00**.

Speaking exam start time: **12:30**

Exam end time is: **11:30**.

PLEASE READ THE EXAM RULES CAREFULLY AT THE BOTTOM OF THE LAST PAGE.

How to log in to the distance learning system

1. First, you can reach the zoom link and exam paper on the specified date by clicking the link below.

<https://ue.gedik.edu.tr/>

Please log in to the distance learning system to check your username and password in order not to say that my username and password are not working 5 mins before the exam.

Username: Student Number

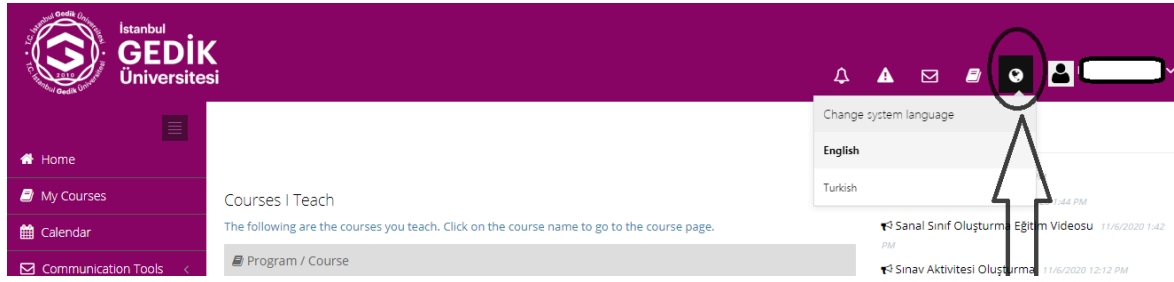
Password: Student Number (last 6 digits)/ OBS password

*** If you have changed your password in the Student Information System (OBS), you must log in with that password.

You can change the display language to Turkish or English as below.

The screenshot shows the login page of the Istanbul Gedik University's distance learning system. The page is in Turkish. At the top, there is the university's logo and name. Below that, there is a login form with a language selection dropdown menu. The dropdown menu is open, showing 'İngilizce / English' and 'Türkçe' options. A red circle and an arrow point to the 'İngilizce / English' option. To the right of the login form, there is a red button labeled 'SINAVA GİRİŞ İÇİN TIKLAYIN'. Below the login form, there is a section for 'Değerli Öğrencilerimiz ve Öğretim Elemanları' with instructions on how to use the system. The instructions mention that users should use their OBS username and password, and if they have forgotten their password, they should use the 'Sıfırlama' (Reset) option. The URL 'https://obs.gedik.edu.tr/' is provided. At the bottom, there are links for 'Kullanıcı Eğitim Videosu' and 'Duyurular', and a note that the 'GEBİS UZEM SAYFASI GÜNCELLENDİ'.

When you log in to the system, you can change the display language to Turkish or English as shown below.



The format of the English Proficiency Exam is given below.

| GRAMMAR | VOCABULARY | READING | WRITING | SPEAKING | TOTAL |
|---------------------------|---------------------------|------------------------------|-------------------------------|------------------------------------|------------|
| 30 points 15 questions | 15 points 15 questions | 15 points 3 reading texts | 20 points (200- 250 words) | 20 points -4 speaking questions | 100 points |

STEPS TO FOLLOW FOR ENGLISH PROFICIENCY EXAM

1. Log in to the system via <https://ue.gedik.edu.tr/>
2. Click on the Zoom Link in the message section in the distance learning system
3. Show your ID/Passport to the instructor.
4. Click on English Proficiency Exam.
5. Read the explanations.
6. In order to start the exam, you must tick the “I approve” option at the bottom of the page and click the “start.” (Blue button)
7. You have one attempt to complete the exam.
8. To see the following question, click “NEXT” button.
9. Zoom exam will be recorded. If you are with someone or you speak to someone during the exam, your exam will be invalid.
10. When you finish answering the questions, click on the SUBMIT button.
11. There is no transition between questions in the exam. You cannot return to the question you have answered or left blank.

STEPS TO FOLLOW FOR SPEAKING EXAM

1. Log in to the system via <https://ue.gedik.edu.tr/>
2. Click on the Zoom Link in the message section in the distance learning system
3. Wait for your teacher to admit you
4. Turn on your camera and microphone
5. Show your ID/Passport to the instructor
6. Your instructor will ask you general English questions
7. You will have 15 seconds to think about question
8. You are expected to speak fluently and accurately
9. When the teacher says “Your exam is finished”, you can leave the Zoom link by clicking on the red button “Leave”

EXAM RULES

1. Students must show their photo ID with them on the day of the exam.
2. Students are required to turn on the microphone and camera during the exam.
3. Students will not leave the place they will be in during the exam and they will be alone in this place.
4. Student will be observed online by the observer during the exam.
5. Before starting the exam, make sure that your Google Chrome browser is installed on your computer.
6. Before starting the exam, make sure that you are in an environment that is isolated from anything that may cause sound or noise.
7. In case of a single internet/power outage or device failure during the exam, you can continue where you left off by re-logging into the system until the end of the exam period. The time until you re-login will be deducted from the duration of the exam. It is the student's responsibility to take the necessary measures.
8. Access to the exam is carried out only between the start and end times of the exam determined by the course instructor. Those who do not take the exam on the specified exam time and date will be considered as not taking the exam.
9. During the exam, only the exam screen should remain open on your computer monitor screen. Please, close all applications except the exam screen so that they are not considered as cheating/plagiarism.

10. When you start the exam, your screen will switch to “full screen” mode. If you exit “full screen” mode during the exam, your exam session will be terminated, and your exam will be invalid.

11. When students enter the Distance Learning System during the exam period, they will be able to enter the exam after clicking “the agreement statement” that they have read and understood by checking the “I have read, understood,” checking a box on a screen that says the distance education general exam rules.

12. Your username and password belong to you only. During the exam, all transactions with the student password will be deemed to have been done by the student himself.

13. All actions (logging) of users accessing the exam system are recorded (successful or unsuccessful attempts to log into the system and their reasons, device information, IP information, transitions between pages/questions, marked answers, etc.).

14. Exams of students found to have committed ethical violations will be invalid. In writing part, you should use your own sentences. If you copy the sentences from a website, your writing part will be invalid.

15. If the students complete their answers before the given exam period expires, they will first click the "End the Exam" button and then the "Yes" button to the question "Are you sure you want to finish the exam" and the "No" button to stay on the page. Pressing this button will mean that the final answers will be recorded and exam questions can no longer be answered.

16. It is strictly forbidden to take the exam on behalf of someone else, or to attempt or take the exam on behalf of someone else. When determined not to comply with this prohibition, it is strictly forbidden to take the exam on behalf of someone else or to attempt or take the exam on behalf of someone else. The exams of the students who are determined not to comply with this prohibition are considered invalid and these students are subject to the Higher Education Institutions Student Disciplinary Regulation.

17. Before starting the exam, as a student of Istanbul Gedik University, you will be deemed to have read and accepted the procedures related to the exam, named “2020 – 2021 Academic Year Exam Implementation Procedures and Principles” published on the system.

WE WISH YOU LUCK!

GUZEM access: ue.gedik.edu.tr

Technical Support: guzem@gedik.edu.tr

Information/Technical Support: 444 5 438 - Extension: 1197

Information/Technical Support GSM: 0534 893 89 72