

PORTFOLIO TASKS (repeat students) – Policies and Procedures

Writing Portfolio

- Repeat students will submit only one final version of all writing portfolio tasks (two per semester).
- If students are attending classes they may submit a first draft. This will be ungraded but they can receive feedback from class teachers.
- All writing portfolio tasks should be submitted no later than week 14 of each semester.
- No late submissions can be accepted with the exception of a doctor's note. In which case, management should be informed to approve the request for late submission.
- Writing portfolio tasks are to be submitted together with the '*Portfolio submission cover sheet*' and must include the student signature in the plagiarism section.

Speaking Portfolio

- Speaking portfolio tasks are assigned by the class teachers (in most cases the native speaking teacher) at least 2 weeks before the deadlines.
- All speaking portfolio tasks are to be submitted on the weeks mentioned in the speaking portfolio task document on the day and lesson times set by the class teacher.
- All assignments must be submitted before the end of class on the set day.
- No late submissions with the exception of a doctor's note. In which case, management should be informed to approve the request for late submission.
- It is the students' responsibility to attend classes/ask teachers to learn the topic and exact date and times for submission.
- For some tasks students are required to work in groups, it is the students' responsibility to attend classes to form groups to complete the portfolio tasks.
- For group work students can only form groups with together students in their class.
- All students are graded individually.
- Students are responsible for ensuring the sound quality of recordings. Inaudible videos cannot be graded.
- On the day of submission, students will be asked to sign a plagiarism declaration for confirm it is their own work.

PORTFOLIO TASKS (TEKRAR ÖĞRENCİLERİ)

Writing Portfolio

- 2017-2018 kayıtlı olup, hazırlık tekrarı alan öğrenciler Writing Portfolio notu için güz ve bahar dönemlerinde, her dönem için ikişer çalışma teslim edeceklerdir.
- Derse devam eden/etmek isteyen tekrar öğrencileri, portfolio çalışmalarının ilk hallerini buldukları sınıflarda Writing dersi veren öğretim elemanına teslim edip, çalışmalarına dönüt alabilir. Ancak, çalışmalarının ilk hali notlandırılmayacak olup, yalnızca teslim edilen son hali üzerinden değerlendirileceklerdir.
- Writing Portfolio çalışmaları, her dönemin 14. haftası teslim edilecektir.
- Geç teslim edilen portfolio çalışmaları, sağlık raporu dışında bir nedenden dolayı kabul edilmeyecek ve değerlendirilmeyecektir. Sağlık raporu alınması durumunda ise İngilizce Birim Koordinatörlüğünün bilgilendirilmesi gerekmektedir.
- Writing portfolio çalışmaları '*Portfolio submission cover sheet*' ile birlikte teslim edilecektir. Belirtilen formda istenen bilgiler öğrenci tarafından doldurulacak ve intihal yapılmadığını belirten kısım imzalanacaktır.

Speaking Portfolio

- Speaking portfolio çalışmaları, dersi veren yabancı uyruklu öğretim elemanı tarafından portfolio teslim tarihinden en az 2 hafta önce verilecektir.
- Speaking portfolio çalışmaları, belirlenen tarihlerde dersi veren öğretim elemanına teslim edilecektir. Tüm çalışmalar, yabancı uyruklu öğretim elemanının ders gün ve saatinde tarafına teslim edilmelidir.
- Sağlık raporu dışında bir nedenden dolayı, geç teslim edilen portfolio çalışmaları kabul edilmeyecek ve değerlendirilmeyecektir. Sağlık raporu alınması durumunda ise İngilizce Birim Koordinatörlüğünün bilgilendirilmesi gerekmektedir.
- Speaking portfolio çalışmalarının içerikleri, teslim tarih ve saatleri hakkındaki bilgiler dersi veren yabancı uyruklu öğretim elemanı ile iletişime geçilerek öğrenilecektir.
- Speaking portfolio içerisinde yer alan bazı etkinlikler grup çalışması şeklinde yapılacağı için, tekrar öğrencilerinin, derslere katılıp sınıftaki diğer öğrencilerle iletişim kurarak çalışacakları grubu belirlemeleri gerekmektedir.
- Bütün öğrenciler grup çalışmaları için sadece buldukları sınıflardaki diğer öğrencilerle çalışabilirler.
- Grup çalışmaları dahil bütün portfolio çalışmalarında öğrenciler bireysel olarak değerlendirileceklerdir.
- Yapılacak video çalışmalarının ses kalitesi değerlendirmeye elverişli olmalıdır. Aksi takdirde değerlendirmesi mümkün olmayacaktır. Bu konudaki sorumluluk öğrenciye aittir.
- Çalışmaların teslimi sırasında öğrenciler çalışmalarının kendilerine ait olduğunu ve intihal yapılmadığını belirten bir form imzalayacaklardır.

2018-2019 Academic Year
A Level Writing Portfolio Tasks – repeat students

Fall Term

	Topic
Portfolio task 1	Write a well-organized opinion paragraph about one of the following topics: <ul style="list-style-type: none">➤ Photo-sharing websites➤ Social networking sites➤ Online shopping sites
Portfolio task 2	Write a well-organized compare and/or contrast paragraph about: <ul style="list-style-type: none">➤ <i>Differences and/ similarities between two cities/countries you have visited</i>

Spring Term

Portfolio Task	Topic
Portfolio task 1	Write a well-organized classification essay about <ul style="list-style-type: none">➤ Types of friends➤ Types of movies
Portfolio task 2	Write a cause or effect essay about one of the following topics: <ul style="list-style-type: none">➤ The effects of video games on young children.➤ The effects/causes of keeping pets.➤ The causes of problems between teens and their parents.

2018-2019 Academic Year
B Level Writing Portfolio Tasks For -Repeat Students-

FALL TERM

Portfolio Tasks	Topics
Portfolio task 1	Write a well-organized Compare and/or Contrast Paragraph: ➤ <i>What are the similarities and/or differences between an online course and a traditional classroom-based course?</i>
Portfolio task 2	Write a well-organized Opinion Essay on one of the following topics: ➤ <i>What skills do you think a person needs to be successful in the modern world?</i> ➤ <i>Do you think it is beneficial for students to study abroad?</i>

SPRING TERM

Portfolio Tasks	Topics
Portfolio task 1	Write a well-organised Classification Essay on one of the following topics: ➤ <i>Types of vacations</i> ➤ <i>Types of TV programmes</i>
Portfolio task 2	Write a well-organised Cause/Effect Essay on one of the following topics: ➤ <i>Modern families spend less and less time with their children. What are the effects of this on children?</i> ➤ <i>What are the causes of depression?</i>

2018-2019 Education Year
C Level Writing Portfolio Tasks – repeat students

Fall Term

Portfolio Task	Week (the topic is set)	Topic
Portfolio task 1	Week 8	Write a well-organised opinion essay on one of the following topics. Do you agree or disagree with the statement? ➤ <i>'There is too much pressure on girls to have perfect bodies'</i> ➤ <i>'It is ok for companies to collect information about you?'</i>
Portfolio task 2	Week 12	Write a well-organised classification essay on one of the following topic: ➤ Types of music ➤ <i>Types of YouTube videos</i>

SPRING TERM

Portfolio Task	Week (the topic is set)	Topic
Portfolio task 1	Week 6	Write a well-organised cause/ effect essay on one of the following topics: ➤ <i>What causes students to think school is boring?</i> ➤ <i>How can the weather effect people's moods?</i> ➤ <i>What are the effects on children (or adults) of watching new reports of terrorist attacks, natural disasters, sexual predators or other frightening situations?</i>
Portfolio Task 2	Week 12	Write a well-organised persuasive essay on one of the following topic: ➤ Security cameras are an invasion of privacy. ➤ Attendance to lectures at university should be optional.

SPEAKING PORTFOLIO TASKS 2018-2019

<u>TASK</u>	<u>DEADLINE</u>	<u>TASK</u>	<u>Timings</u>
1	Semester 1 Week 6	<u>INTRODUCTION VIDEO</u> Individually, students will make a short video in which they talk about themselves.	A level – 1 ½ mins B level – 2 mins C level - 2 ½ mins
2	Semester 1 Week 12	<u>TOURIST INTERVIEWS</u> In pairs, (possibly one group of three if there is an uneven number of students), students will write questions on a topic of their choice (which will be approved by the teacher) which they should then use to interview foreign tourists.	A level – 3 mins B level – 4 mins C level – 5 mins
3	Semester 2 Week 4	<u>SHORT FILM</u> In groups of 3-4 students make a short film. They can choose the genre.	All levels 5-7 mins
4	Semester 2 Week 10	<u>SOLO PRESENTATION</u> Individually, students give a presentation on a topic (preferably related to their future studies and which should be approved by their teacher).	A level – 3 mins B level – 4 mins C level - 5 mins

PORTFOLIO TASKS (new students) – Policies and Procedures

Writing Portfolio

- Writing portfolio tasks are assigned by the class teacher one week before the deadlines.
- All writing portfolio first drafts are to be submitted on the weeks mentioned in the writing portfolio tasks document on the day and lesson times set by the class teacher.
- Second/final drafts should be submitted no later than week 14 of each semester.
- No late submissions can be accepted for first and second drafts with the exception of a doctor's note. In which case, management should be informed to approve the request for late submission.
- Writing portfolio tasks are to be submitted together with the '*Portfolio submission cover sheet*' and must include the student signature in the plagiarism section.

Speaking Portfolio

- Speaking portfolio tasks are assigned by the class teachers (in most cases the native speaking teacher) at least 2 weeks before the deadlines.
- All speaking portfolio tasks are to be submitted on the weeks mentioned in the speaking portfolio task document on the day and lesson times set by the class teacher.
- All assignments must be submitted before the end of class on the set day.
- No late submissions with the exception of a doctor's note. In which case, management should be informed to approve the request for late submission.
- It is the students' responsibility to attend classes/ask teachers to learn the topic and exact date and times for submission.
- For some tasks students are required to work in groups, it is the students' responsibility to attend classes to form groups to complete the portfolio tasks.
- For group work students can only form groups with together students in their class.
- All students are graded individually.
- Students are responsible for ensuring the sound quality of recordings. Inaudible videos cannot be graded.
- On the day of submission, students will be asked to sign a plagiarism declaration for confirm it is their own work.

PORTFOLIO TASKS (YENİ ÖĞRENCİLER) – Policies and Procedures

Writing Portfolio

- Writing portolio çalışmaları, teslim tarihinden bir hafta önce dersi yürüten öğretim elemanı tarafından verilecektir.
- Çalışmaların ilk halleri, “Writing Portolio Tasks” listesinde belirtilen haftalarda, öğretim elemanının belirlediği gün ve saatte tarafına teslim edilecektir.
- Çalışmaların son halleri, her dönemin 14. haftasında teslim edilecektir.
- Geç teslim edilen portfolio çalışmaları, sağlık raporu dışında bir nedenden dolayı kabul edilmeyecek ve değerlendirilmeyecektir. Sağlık raporu alınması durumunda ise İngilizce Birim Koordinatörlüğünün bilgilendirilmesi gerekmektedir.
- Writing portfolio çalışmaları ‘*Portfolio submission cover sheet*’ ile birlikte teslim edilecektir. Belirtilen formda istenen bilgiler öğrenci tarafından doldurulacak ve intihal yapılmadığını belirten kısım imzalanacaktır

Speaking Portfolio

- Speaking portfolio çalışmaları, dersi veren yabancı uyruklu öğretim elemanı tarafından portfolio teslim tarihinden en az 2 hafta önce verilecektir.
- Speaking portfolio çalışmaları, “Speaking Portfolio Task” belgesinde belirtilen tarihlerde dersi veren öğretim elemanına teslim edilecektir. Tüm çalışmalar, yabancı uyruklu öğretim elemanının ders gün ve saatinde tarafına teslim edilmelidir.
- Tüm çalışmalar, belirtilen tarih ve günlerde ders bitiminden önce teslim edilmelidir.
- Sağlık raporu dışında bir nedenden dolayı, geç teslim edilen portfolio çalışmaları kabul edilmeyecek ve değerlendirilmeyecektir. Sağlık raporu alınması durumunda ise İngilizce Birim Koordinatörlüğünün bilgilendirilmesi gerekmektedir.
- Speaking portfolio çalışmalarının içerikleri, teslim tarih ve saatleri hakkındaki bilgiler dersi veren yabancı uyruklu öğretim elemanı ile iletişime geçilerek öğrenilecektir.
- Speaking portfolio içerisinde yer alan bazı etkinlikler grup çalışması şeklinde yapılacağı için, öğrencilerin derslere katılıp sınıftaki diğer öğrencilerle iletişim kurarak çalışacakları grubu belirlemeleri gerekmektedir.
- Bütün öğrenciler grup çalışmaları için sadece buldukları sınıflardaki diğer öğrencilerle çalışabilirler.
- Grup çalışmaları dahil bütün portfolio çalışmalarında öğrenciler bireysel olarak değerlendirileceklerdir.
- Yapılacak video çalışmalarının ses kalitesi değerlendirmeye elverişli olmalıdır. Aksi takdirde değerlendirmesi mümkün olmayacaktır. Bu konudaki sorumluluk öğrenciye aittir.
- Çalışmaların teslimi sırasında öğrenciler çalışmalarının kendilerine ait olduğunu ve intihal yapılmadığını belirten bir form imzalayacaklardır.

**2018-2019 Academic Year
A Level Writing Portfolio Tasks**

Fall Term

Portfolio Task	Week (the topic is set)	Topic
In-class 1	Week 2	Write a few sentences about yourself.
In-class 2	Week 3	Write a short paragraph about a family member
Portfolio task 1	Week 4	Write a short paragraph about your life or the life of a classmate.
Portfolio task 2	Week 7	Write a well-organized paragraph about: <ul style="list-style-type: none"> ➤ <i>A place that you want to visit</i> ➤ <i>Your favourite holiday /season/day/restaurant</i>
In-class 3	Week 9	Write a well-organized opinion paragraph about <ul style="list-style-type: none"> ➤ Meeting people online
Portfolio task 3	Week 10	Write a well-organized opinion paragraph about one of the following topics: <ul style="list-style-type: none"> ➤ Photo-sharing websites ➤ Social networking sites ➤ Online shopping sites
In-class 4	Week 12	Write a well-organized compare and/or contrast paragraph about: <ul style="list-style-type: none"> ➤ <i>Differences and/or similarities between university and high school.</i>
Portfolio task 4	Week 12	Write a well-organized compare and/or contrast paragraph about: <ul style="list-style-type: none"> ➤ <i>Differences and/ similarities between two cities/countries you have visited</i>
In-class 5	Week 13	Write a well-organized opinion paragraph about using mobile phones in class.
In-class 6	Week 14	Write a well-organised paragraph comparing and/or contrasting a holiday with friends or with family.

**2018-2019 Academic Year
A Level Writing Portfolio Tasks**

Spring Term

Portfolio Task	Week (the topic is set)	Topic
In-class 1	Week 1	Write an introductory paragraph for one of the following topics. Underline the “Thesis Statement” in each: <ul style="list-style-type: none"> ➤ Restaurants/cafes in my city ➤ The new shopping mall in my city ➤ Two characters in a book or film.
In-class 2	Week 2	Write 3 body paragraphs for the introductory paragraph of the previous writing task.
In-class 3	Week 3	Write a concluding paragraph for the previous assignment.
In-class 4	Week 5	Write a classification essay about kinds of TV programs.
Portfolio task 1	Week 5	Write a well-organized classification essay about: <ul style="list-style-type: none"> ➤ Types of friends ➤ Types of movies
In-class 5	Week 8	Write an opinion essay about the following topic: <ul style="list-style-type: none"> ➤ Why do you think more and more universities are offering online courses?
Portfolio task 2	Week 8	Write an opinion essay about one of the following topics: <ul style="list-style-type: none"> ➤ Do you think homework is harmful or helpful? ➤ Why do so many people prefer to live in big cities? ➤ Why do you think so many people eat junk food?
In-class 6	Week 10	Write a cause and/or effect essay about the following topic: <ul style="list-style-type: none"> ➤ The causes/effects of learning a foreign language.
Portfolio task 3	Week 10	Write a cause or effect essay about one of the following topics: <ul style="list-style-type: none"> ➤ The effects of video games on young children. ➤ The effects/causes of keeping pets. ➤ The causes of problems between teens and their parents.
In-class 7	Week 13	Write a compare & contrast essay about the following topics: <ul style="list-style-type: none"> ➤ Your childhood and your parents’ childhood
Portfolio task 4	Week 13	Write a compare & contrast essay about one of the following topics: <ul style="list-style-type: none"> ➤ Compare and/or contrast two cities. ➤ Compare and/or contrast two professions. ➤ Compare and/or and contrast yourself and another member of your family. ➤ Compare and/or and contrast two people you know.
In-class 8	Week 14	Write an essay about one of the following topics: <ul style="list-style-type: none"> ➤ The causes/effects of unemployment ➤ Compare/or contrast travelling in your own country and travelling abroad.

2018-2019 Academic Year
B Level Writing Portfolio Tasks

Fall Term

Portfolio Task	Week (the topic is set)	Topic
In-class task 1	Week 2	Write a paragraph on a place you can go on holiday. Give reasons for this and underline your topic sentence.
In-class task 2	Week 3	Write a well-organized paragraph: ➤ <i>What are the advantages and disadvantages of watching TV series?</i>
Portfolio task 1	Week 5	Write a well-organized opinion paragraph: ➤ Why are more and more people choosing to work from home?
Portfolio task 2	Week 7	Write a well-organized problem-solution paragraph: ➤ <i>Stress at work or school can be a serious problem because it causes people to become unhappy and unproductive. How can someone reduce the amount of stress in their life?</i>
In-class task 3	Week 9	Write a well-organized compare and contrast paragraph: ➤ <i>What are the similarities and/or differences between your life and your grandparents' lives 50 years ago?</i>
Portfolio task 3	Week 10	Write a well-organized compare and contrast paragraph: ➤ <i>What are the similarities and/or differences between an online course and traditional classroom-based course?</i>
In-class task 5	Week 12	Write introductory paragraphs for the following topics and underline the thesis statements: ➤ <i>Advantages and disadvantages of using bicycles as a means of transport in big cities.</i> ➤ <i>The difficulties of being a university student.</i>
Portfolio task 4	Week 13	Write a well-organized opinion essay on one of the following topics: ➤ <i>What skills do you think a person needs to be successful in the modern world?</i> ➤ <i>Do you think it is beneficial for students to study abroad?</i>

2018-2019 Academic Year
B Level Writing Portfolio Tasks

SPRING TERM

Portfolio Task	Week (the topic is set)	Topic
In class 1	Week 2	Write a well-organised classification essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Types of friends</i> ➤ <i>Types of magazines/books</i> ➤ <i>Types of YouTube videos</i>
Portfolio 1	Week 3	Write a well-organised classification essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Types vacations</i> ➤ <i>TV programmes</i>
In-class 2	Week 4	Write a well-organised cause/effect essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>The Effects of video games on young children.</i> ➤ <i>The causes/effects of learning a foreign language</i>
Portfolio task 2	Week 5	Write a well-organised cause/effect essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Modern families spend less and less time with their children. What are the effects of this on children?</i> ➤ <i>What are the causes of depression?</i>
In-class 3	Week 7	Write a well-organised problem/solution essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Addiction to technology</i> ➤ <i>Procrastination</i> ➤ <i>Illegal immigration</i>
Portfolio 3	Week 9	Write a well-organised problem/solution essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>What are the problems caused by the generation gap between children and parents and what are the possible solutions?</i> ➤ <i>What are the ways to cope with violence against women?</i>
In- class 4	Week 11	Write a well-organised compare and/or contrast essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Compare and contrast two cities.</i> ➤ <i>Compare and contrast two professions.</i> ➤ <i>Compare and contrast home-made food vs. fast food.</i>
Portfolio 4	Week 12	Write a well-organised compare and/or contrast essay on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Compare and/contrast online education vs. traditional education</i> ➤ <i>Compare and/or contrast public universities vs. private universities</i>

**2018-2019 Education Year
C Level Writing Portfolio Tasks**

Fall Term

Portfolio Task	Week (the topic is set)	Topic
In class 1	Week 3	Write a well-organised paragraph on one of the following topics: <ul style="list-style-type: none"> ➤ your best friend ➤ the teacher you admire most.
Portfolio 1	Week 3	Write a well-organised paragraph on one of the following topics: <ul style="list-style-type: none"> ➤ <i>A family member you admire</i> ➤ <i>An event you enjoy</i>
In-class 2	Week 4	Write a well-organised paragraph on one of the following topics: <ul style="list-style-type: none"> ➤ <i>Your favourite film star</i> ➤ <i>Your favourite football player</i>
Portfolio task 2	Week 4	Write a well-organised paragraph on the following topic: <ul style="list-style-type: none"> ➤ <i>An important historical figure</i>
In-class 3	Week 8	Write a well-organised opinion essay on the following topic: <ul style="list-style-type: none"> ➤ <i>Do you think you can be successful only by working hard and luck has no effect on it?</i>
Portfolio 3	Week 8	Write a well-organised opinion essay on one of the following topics. Do you agree or disagree with the statement? <ul style="list-style-type: none"> ➤ <i>'There is too much pressure on girls to have perfect bodies'</i> ➤ <i>'It is ok for companies to collect information about you?'</i>
In- class 4	Week 12	Write a well-organised classification essay on the following topic: <ul style="list-style-type: none"> ➤ <i>Types of holidays (give details about each type)</i>
Portfolio 4	Week 12	Write a well-organised classification essay on one of the following topic: <ul style="list-style-type: none"> ➤ Types of music ➤ <i>Types of YouTube videos</i>

**2018-2019 Education Year
C Level Writing Portfolio Tasks**

SPRING TERM

Portfolio Task	Week (the topic is set)	Topic
In class 1	Week 3	Write a well-organised compare/contrast essay on the following topic: ➤ Compare and contrast your experiences as a university student and as a high school student.
Portfolio 1	Week 3	Write a well-organised compare/contrast essay on one of the following topics: ➤ <i>Living on campus and living off campus</i> ➤ <i>Marrying at a young age vs. marrying at an old age</i>
In-class 2	Week 6	Write a well-organised essay on the following topic: ➤ <i>What are the effects of grandparents raising a child?</i>
Portfolio task 2	Week 6	Write a well-organised cause/ effect essay on one of the following topics: ➤ <i>What causes students to think school is boring?</i> ➤ <i>How can the weather effect people's moods?</i> ➤ <i>What are the effects on children (or adults) of watching new reports of terrorist attacks, natural disasters, sexual predators or other frightening situations?</i>
In-class 3	Week 9	Write a well-organised problem/solution essay on the following topic: ➤ <i>How can we deal with poverty?</i>
Portfolio 3	Week 9	Write a well-organised problem/solution essay on one of the following topics. ➤ <i>Many people suffer from insomnia. Suggest solutions to overcome the problem of insomnia.</i> ➤ <i>The majority of students complain about the problems related to the lack of facilities and problems in our university campuses. What are the main problems and how can they be solved?</i>
In- class 4	Week 12	Write a well-organised persuasive essay on the following topic: ➤ <i>Text books should be replaced by i-pads/smart phones/tablets at school.</i>
Portfolio 4	Week 12	Write a well-organised persuasive essay on one of the following topic: ➤ Security cameras are an invasion of privacy. ➤ Attendance to lectures at university should be optional.

SPEAKING PORTFOLIO TASKS 2018-2019

<u>TASK</u>	<u>DEADLINE</u>	<u>TASK</u>	<u>Timings</u>
1	Semester 1 Week 6	<u>INTRODUCTION VIDEO</u> Individually, students will make a short video in which they talk about themselves.	A level – 1 ½ mins B level – 2 mins C level - 2 ½ mins
2	Semester 1 Week 12	<u>TOURIST INTERVIEWS</u> In pairs, (possibly one group of three if there is an uneven number of students), students will write questions on a topic of their choice (which will be approved by the teacher) which they should then use to interview foreign tourists.	A level – 3 mins B level – 4 mins C level – 5 mins
3	Semester 2 Week 4	<u>SHORT FILM</u> In groups of 3-4 students make a short film. They can choose the genre.	All levels 5-7 mins
4	Semester 2 Week 10	<u>SOLO PRESENTATION</u> Individually, students give a presentation on a topic (preferably related to their future studies and which should be approved by their teacher).	A level – 3 mins B level – 4 mins C level - 5 mins



ISTANBUL UNIVERSITY
SCHOOL OF FOREIGN LANGUAGES
WRITING PORTFOLIO TASK SUBMISSION COVER
SHEET – REPEAT STUDENTS

Student name:

Student number:

Date:

Semester:

I confirm that this assignment is my own work and is not copied from any other person's work or the internet.

Student Signature

EVALUATION

	SCORE
Grammar/ 5
Vocabulary/5
Content/5
Organisation/5
Mechanics (Spelling, Punctuation, Capitalisation)/5
TOTAL	/25

INSTRUCTOR'S NAME AND SIGNATURE:



ISTANBUL UNIVERSITY
SCHOOL OF FOREIGN LANGUAGES
WRITING PORTFOLIO TASK SUBMISSION COVER
SHEET

Student name:

Student number:

Date:

Semester: Portfolio task number:

I confirm that this assignment is my own work and is not copied from any other person's work or the internet.

Student Signature

EVALUATION OF FIRST DRAFT

	SCORE
Grammar And Vocabulary/ 4
Content/3
Organisation/2
Mechanics (Spelling, Punctuation, Capitalisation)/1
TOTAL	/10

EVALUATION OF SECOND DRAFT

	SCORE
Grammar And Vocabulary/ 4
Content/2
Organisation/3
Mechanics (Spelling, Punctuation, Capitalisation)/1
Necessary corrections are made by the students in line with the teacher feedback./5
TOTAL	/15

Comments and suggestions:

INSTRUCTOR'S NAME AND SIGNATURE: