

Assessment-03

Extension Courses in English - (Diploma/Higher-Diploma)

It has been decided to conduct the oral test (Individual Presentation) of the Diploma and Higher-Diploma Courses in English conducted by the Department of English Language Teaching (DELT) and the Distance and Continuing Education Unit (DCEU) at the university premises.

The details are as follows:

Course		Date	Time
Diploma in English	Saturday	01/10/2022	9.00 am onwards
	Sunday	02/10/2022	
Higher - Diploma in English	Saturday	01/10/2022	
	Sunday	02/10/2022	

Instructions for individual presentations - Diploma in English

Select one of the following topics and deliver a PowerPoint presentation

- i. The importance of time management
 - ii. The effect of social media on young generation
 - iii. Online learning: Pros and cons
 - iv. The importance of communication skills for the success of work and personal life
 - v. Healthy eating for better productivity
 - vi. The importance of education
- The test will be conducted in the relevant DELT classrooms during the lecture hours, and students will be given time slots to do the presentations.
 - Each member will be given 3 minutes for the presentation and 2 minutes for the Q&A session.
 - If the members exceed the allotted time, the marks will be deducted.
 - You must be in your respective classrooms on time.
 - You must not read the slides of your presentation without explaining.
 - You must not give one-word answers in the Q&A session
 - Bring your presentation in a virus-free pen drive
 - Appropriate dress will be considered

Guidelines for individual presentations - Higher-Diploma in English

- Select any suitable topic and deliver a PowerPoint presentation
- The presentation will be conducted in the relevant DELT classrooms during the lecture hours, and students will be given time slots to do the presentations.
- Each member will be given 3 minutes for the presentation and 2 minutes for the Q&A session.
- If the members exceed the allotted time, the marks will be deducted.
- You must not read the slides of your presentation without explaining.
- You must not give one-word answers in the Q&A session
- You must be in your respective classrooms on time.
- Bring your presentation in a virus-free pen drive
- Appropriate dress will be considered.

Individual presentations will be graded based on the criteria given below.

Marking Criteria	Mark
<p>Delivery</p> <ul style="list-style-type: none"> • Clear and audible • Organized and easy to follow • Establishing rapport with the audience • Eye contact and use of appropriate gestures 	04
<p>Language</p> <ul style="list-style-type: none"> • Grammatical accuracy • Intelligible and clear pronunciation • Use of appropriate language 	04
<p>Content and Visual aids</p> <ul style="list-style-type: none"> • Content comprehensive, appropriate and interesting • Well-researched use of material • Clear and readable slides • Suitable use of images/figures/data/diagrams 	04
<p>Organization</p> <ul style="list-style-type: none"> • Introduction, structuring, signposting and time management • Individual work well-integrated into whole 	03
Total Mark	15

Any Queries?

If you have any issues related to the assessment, you may contact the coordinators of the courses:

Diploma in English

Email: piyumis@eltu.ruh.ac.lk

Phone: 071-1468317

Higher-Diploma in English

Email: sanjaya@eltu.ruh.ac.lk

Phone: 0773839141

Good Luck!