



Oral Examiner Training – JETSET

Workshop Objectives

The aims of this workshop are to familiarise English language teachers with the JETSET Speaking test (all levels) as well as to enable them to achieve best practice when examining JETSET Speaking exam candidates.

Introduction

The workshop is organised into two parts with the first section dedicated to JETSET didactical issues (including a short overview of the structure of JETSET exams), while the second section is focused on administrative issues.

The workshop provides practical work as well as theoretical discussions and information on administrative procedures and in that way it enables teachers to both organise the exam and examine their students successfully.

Workshop material

1. JETSET Specification
2. JETSET Speaking Test Instructions Document
3. JETSET Speaking Test Samples – all levels
4. Videos of JETSET Speaking exam candidates
5. Marking Guidelines for the Speaking exam

Content

1. Introduction to the workshop
 - 1.1. Professional introduction
 - 1.2. Explain event program
 - 1.3. Explain event activities

2. A short overview of JETSET exams
 - 2.1. Covering all 4 skills
 - 2.2. 7 levels
 - 2.3. 2 contextualised versions (JET and SET)
 - 2.4. Aligned to the CEF
 - 2.5. JETSET Topics

3. Introduction to support materials
 - 3.1. Specifications
 - 3.2. Sample Tests
 - 3.3. Teaching Support Material
 - 3.4. Workbooks
 - 3.5. Speaking Component Training DVD

4. JETSET Speaking Test
 - 4.1. JETSET Speaking exam format – all levels – samples
 - 4.1.1. Part 1: Personal profile questions
 - 4.1.2. Part 2: An interchange with the assessor
 - 4.1.3. Part 3: Extended conversation/discussion
 - 4.1.4. Exam taken in pairs

 - 4.2. JETSET Speaking exam timing – all levels
 - 4.3. JETSET Speaking Assessment Criteria and Allocation of Marks – different levels
 - 4.3.1. Marking Descriptors: Appropriacy, Accuracy and Achievement
 - 4.3.2. Marking Scale and Interpretations: What do Appropriacy and Accuracy mean for different JETSET Levels
 - 4.3.3. Allocation of Marks and Example of Marks: Foundation – Level 4; Levels 5 and 6

 - 4.4. Videos of students with different levels of English – guess which level they are
 - 4.5. Videos of students taking JETSET Speaking exam – different levels – give your marks (pair work) – discussion

5. Introduce JETSET Speaking Test Instructions Document
 - 5.1. Check-list for Teacher-Examiners
 - 5.1.1. Preparation
 - 5.1.2. When recording
 - 5.1.3. After recording
 - 5.2. Administrative Instructions
 - 5.2.1. Dates and Times of Tests
 - 5.2.2. Teacher-Examiners
 - 5.2.3. Materials for the test
 - 5.2.4. The Test Room
 - 5.2.5. The Recording Equipment
 - 5.2.6. The conduct of the test
 - 5.2.7. Cassette/CD labels
 - 5.2.8. Security
 - 5.3. Test technique
 - 5.4. Advice for 'best practice' when examining JETSET
6. Conclusion
 - 6.1. Question & Answer session
 - 6.2. Provide access to further information and support
 - 6.3. Salutations