

DEPARTMENT OF FOREIGN LANGUAGES 2020-2021 ACADEMIC YEAR, FALL TERM ONLINE EXAM
PROCEDURES (EXEMPTION EXAM)

Dear Students,

The English Exemption Exam will be held online on February 10, 2021 between 11.00-13.00 a.m. The duration of the exam, which consists of 50 questions in total, is 55 minutes. You can take the exam in the most convenient time for you. Before you start the exam, you should check your internet connection and laptop computer battery level so as not to have technical problems. Our students are required to get a minimum score of 60-69 in order to be exempt from Foreign Language I and 70-100 out of 100 points in order to be exempt from Foreign Language I and Foreign Language II.

Our online exams are held on the CATS platform of our University. After you complete your registration, you will receive your username and password. Please go to “cats.iku.edu.tr” and enter your username and password so as to get access to the system. When you log in CATS, you will see a sample exam. Sample exam is given for trial purposes and are designed for you to understand how the system works.

The Department of Foreign Languages has prepared a guideline to familiarize you with the procedures of the exams. The steps you need to take in the exam are stated below. Please read each step carefully and make sure that everything is clear.

INSTRUCTIONS for ENGLISH EXEMPTION EXAM

The steps to be taken in order to access the online exemption exam is as follows:

1. Go to cats.iku.edu.tr
2. Enter your username (Kullanıcı Adı) and password (Şifre) and log in the system.

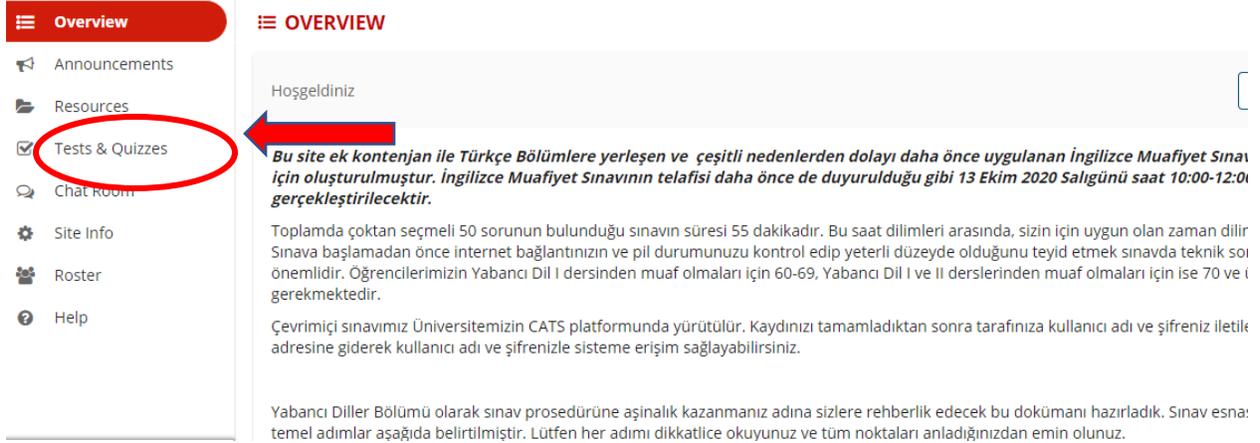


3. Choose 2021Bahar İng. Muafiyet Course



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4. Go to “Tests&Quizzes” (Kısa Sınav ve Testler) and click on the exam you are supposed to take.

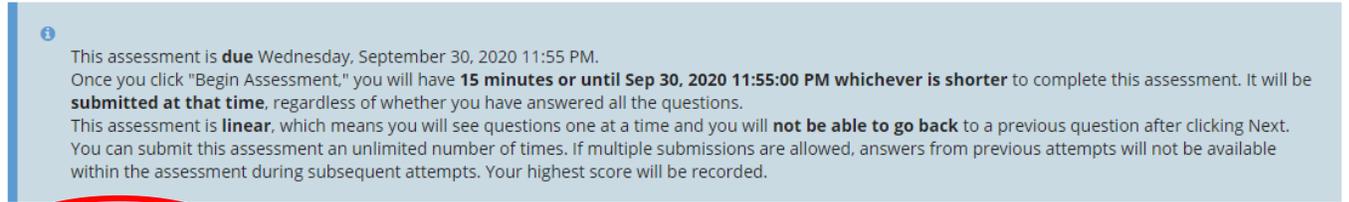


The screenshot shows a user interface for an online exam. On the left, there is a navigation menu with the following items: Overview (selected), Announcements, Resources, Tests & Quizzes (highlighted with a red circle), Chat Room, Site Info, Roster, and Help. The main content area is titled 'OVERVIEW' and contains a welcome message: 'Hoşgeldiniz'. Below this, there is a red arrow pointing to a text block that reads: 'Bu site ek kontenjan ile Türkçe Bölümlere yerleşen ve çeşitli nedenlerden dolayı daha önce uygulanan İngilizce Muafiyet Sınav için oluşturulmuştur. İngilizce Muafiyet Sınavının telafisi daha önce de duyurulduğu gibi 13 Ekim 2020 Salı günü saat 10:00-12:00 gerçekleştirilecektir.' Below this, there is a paragraph of text: 'Toplamda çoktan seçmeli 50 sorunun bulunduğu sınavın süresi 55 dakikadır. Bu saat dilimleri arasında, sizin için uygun olan zaman dilir Sınava başlamadan önce internet bağlantınızın ve pil durumunuzu kontrol edip yeterli düzeyde olduğunu teyid etmek sınavda teknik soru önemlidir. Öğrencilerimizin Yabancı Dil I dersinden muaf olmaları için 60-69, Yabancı Dil I ve II derslerinden muaf olmaları için ise 70 ve 71 gerekmektedir.' Below this, there is another paragraph: 'Çevrimiçi sınavımız Üniversitemizin CATS platformunda yürütülür. Kaydınızı tamamladıktan sonra tarafınıza kullanıcı adı ve şifreniz iletilen adresine giderek kullanıcı adı ve şifrenizle sisteme erişim sağlayabilirsiniz.' At the bottom, there is a final paragraph: 'Yabancı Diller Bölümü olarak sınav prosedürüne aşinalık kazanmanız adına sizlere rehberlik edecek bu dokümanı hazırladık. Sınav esnasında temel adımlar aşağıda belirtilmiştir. Lütfen her adımı dikkatlice okuyunuz ve tüm noktaları anladığınızdan emin olunuz.'

5. Once you click “Begin Assessment”, (Sınava Başla) you can start answering the questions.

Begin Assessment

"20-21 İng. Muafiyet Deneme Sınavı" for 20-21 İngilizce Muafiyet



This assessment is due Wednesday, September 30, 2020 11:55 PM. Once you click "Begin Assessment," you will have **15 minutes or until Sep 30, 2020 11:55:00 PM whichever is shorter** to complete this assessment. It will be **submitted at that time**, regardless of whether you have answered all the questions. This assessment is **linear**, which means you will see questions one at a time and you will **not be able to go back** to a previous question after clicking Next. You can submit this assessment an unlimited number of times. If multiple submissions are allowed, answers from previous attempts will not be available within the assessment during subsequent attempts. Your highest score will be recorded.

6. At the end of your exam you must click on the “Save” button to record your answers.



The screenshot shows three buttons: 'NEXT', 'Save', and 'SUBMIT FOR GRADING'. The 'Save' button is highlighted with a red circle, and a red arrow points to it.

7. Before you log out, remember to click on “Submit for Grading”. (Notlandırmak Üzere Gönder) Otherwise, your answers will not be recorded or graded.



The screenshot shows three buttons: 'NEXT', 'Save', and 'SUBMIT FOR GRADING'. The 'SUBMIT FOR GRADING' button is highlighted with a red circle, and a red arrow points to it.

8. Please make sure that you use a computer or a tablet. In case you have a technical issue or an internet connection problem, you have the opportunity to submit the assessment one more time within the specified slot. Answers from the previous attempt will not be available within the assessment during subsequent attempts. In this case, your higher score will be recorded.

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9. In case you have a technical issue or an internet connection problem in both attempts, please take a screenshot and send an e mail to s.sariyildiz@iku.edu.tr or a.pamuk@iku.edu.tr explaining the problem that you have faced.
It is important that you take the exam to test yourself and create your own product.

IMPORTANT NOTE: We would like to remind you that it is the students' responsibility to take the exams on time and follow all the steps mentioned above as well as following other announcements regarding the assessment procedures.

Wish you the best of health.

Department of Foreign Languages