

**Overview of English Language Communication**  
**First Year Final Exam**  
**Instructions to the Master Assessors (External Examiners)**

**Objective:** The final exam aims to assess students' English proficiency through real-life scenarios. Students will be categorized into different proficiency levels based on their LMS performance. The Master Assessor will use the LMS data to group students accordingly and conduct the assessment as a group activity.

**Assessment Process:**

**1. Student Categorization:**

- Students will be divided into three proficiency levels:
  - **Level 1 to Level 3 (Basic Proficiency)**
  - **Level 4 to Level 7 (Intermediate Proficiency)**
  - **Level 8 to Level 10 (Advanced Proficiency)**
- Grouping will be done based on their LMS scores and previous performance.

**2. Exam Format:**

- The assessment will be conducted as a group activity.
- Each group will be assigned a scenario based on their proficiency level.
- Students must engage in role-play or discussion to demonstrate communication skills.

**3. Scenario Allocation:**

- **Basic Proficiency (Level 1-3):** Everyday conversations and practical communication scenarios.
- **Intermediate Proficiency (Level 4-7):** Situations requiring negotiation, problem-solving, and teamwork.
- **Advanced Proficiency (Level 8-10):** Complex interactions, debate, conflict resolution, and public speaking.

**4. Assessment Criteria:**

- Examiners will assess students based on the rubric provided in the score sheet.
- Key criteria include:
  - **Fluency and Pronunciation** (Clarity, coherence, and confidence in speech)
  - **Grammar and Vocabulary** (Use of appropriate words and sentence structures)
  - **Listening and Comprehension** (Ability to understand and respond accurately)

- **Interaction and Engagement** (Participation, teamwork, and communication effectiveness)
- **Problem-Solving and Critical Thinking** (Logical approach and creativity in responses)

**5. Examiner's Role:**

- Ensure students understand the scenario before starting.
- Observe and evaluate interactions based on assessment rubrics.
- Provide minimal intervention; let students lead the conversation.
- Score students individually and as a group.
- Offer constructive feedback after the session.

**6. Conducting the Assessment:**

- Brief the students on the activity and assessment criteria.
- Allow preparation time (5 minutes) for students to discuss their roles.
- Conduct the scenario-based assessment (10-15 minutes per group).
- Record observations and scores based on the rubric.
- Provide individual and group feedback.

**7. Scoring and Reporting:**

- Use the standardized rubric to grade students.
- Submit the score sheet along with qualitative feedback for each student.
- Identify students needing additional support and recommend follow-up training if required.

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**Important Notes:**

- The exam aims to encourage practical communication rather than rote memorization.
- Students should be given an opportunity to speak without excessive correction.
- Constructive feedback should be provided to help students improve.
- Any disputes or special cases should be recorded and reported to the Master Assessor.