

PROJECT ON THE CULTURE AND CIVILISATION OF THE ENGLISH-SPEAKING WORLD- CERTIFICATION PAPER

Guidelines for 12th grade bilingual and intensive English students in view of obtaining the Certificate of English language competence

SECTION 1: Background information

This set of guidelines has been designed in accordance with the methodology (OM nr.4853 /31.08.2009) regarding the organisation and implementation of the examination aimed at classes of bilingual and intensive English students in order to obtain the certificate of English language competence.

What is the certificate of English language competence?

It is a document that certifies the level of competence of English language acquired by high school students in the years of study up to their graduation.

What are the advantages of having a certificate of English language competence?

This certificate is the only document which attests your bilingual or intensive specialisation. It is useful for your further academic studies because there are universities in the country and abroad that require such certificates.

Content of examination

The content of the examination is as follows:

- written paper (project) on a culture and civilisation theme that should reflect one of the themes from the culture and civilisation curriculum, approved by the English department
- short oral presentation of the written paper (project) followed by questions from the members of the board

The student's personal contribution to the paper (project) will represent 50% of its content.

SECTION 2: Writing and presenting your project

No two projects are the same but they usually involve:

- choosing an appropriate and relevant topic
- working on your own, supervised by your teacher
- researching information about your chosen topic
- structuring the information in a clear and coherent way (analysing information, justifying arguments, exemplifying, synthesising information etc.)
- gathering information about the subject
- introducing a personal angle
- writing a paper assessed at the end of the year by a board of teachers

Selecting the subject / theme

Your project must be based on a theme selected from the culture and civilization curriculum . Your subject / theme will be commented on and discussed with you by your teacher before being approved.

When choosing your theme it is important to remember that the English-speaking world covers a wide geographical and cultural area and a wide range of themes to choose from: history, arts, music, literature, language, film, fashion, lifestyles, law, politics, education, sport, racism, multiculturalism, gastronomy, traditions, religion, etc.

However, you must ensure you demonstrate the link between the chosen subject and the themes contained in the culture and civilisation curriculum.

Your personal contribution

Remember that your personal contribution to the paper must represent 50% of its content

Your personal contribution should be present not only in the introduction of your paper, but should occur consistently throughout. The “copy-paste” method is totally unacceptable and will be penalized accordingly.

Bibliography or references?

A bibliography refers to all the material you have read on a theme, whether or not you have used it in your paper, whereas references include only those sources you have used (cited) in your paper.

Font, size and line spacing

Throughout the whole of your paper you should use Times New Roman 12. The line spacing should be 1.0 and the text layout should be block justified. Margins: left 2.5 cm, all others 2.

Illustrations

You should aim to achieve a balance between text and illustrations (pictures, charts, diagrams etc.). These should bear a caption and the source in smaller font (TNR 10).

Oral presentation of your project

After you have completed the written work, it is advisable that you start working on your oral presentation. This should be preferably a PowerPoint presentation but you may choose any other visual format / aids. The advantage of a PowerPoint presentation is that it allows you to present content effectively if text and images are well balanced.

Remember that the PowerPoint presentation is not a mere copy of your written work. It should:

- cover much less content than your written work
- give your presentation a simple and logical structure
- include a short introduction in which you outline the points you intend to cover
- include a main body in which you present the main ideas / arguments
- use examples to make things clearer
- include a short conclusion in which you go over the main points of your talk

SECTION 3: Format of the completed project

Title page

This is the first page, or cover, of your paper, and it should include the full title, your name, your supervisor’s name, the name of the high school and the examination.

Contents page

This should show chapter headings and subheadings if appropriate, as well as appendices and references, and the corresponding page numbers.

Argument

This is your starting point. You should say why you chose the topic, what the research problem is and why it is so important to you.

Introduction

You start developing your ideas by mentioning what you want to demonstrate in your certification paper, what is the message you have decided on.

Summary

Here you briefly depict what you are going to present in each chapter. You can start with:

Chapter 1 is about.../ In chapter 2 I will describe/ depict....etc

Structure

You should present the information you have collected throughout your reading and research in a logically structured way and analyse, interpret, synthesise and justify it.

Conclusions

In this part of the paper you should say nothing new but sum up your findings in other words and state the extent to which you have illuminated the problem.

References

These should be done in author surname alphabetical order, with author's initials, date of publication, full title in italics and publisher. You need both sites and books, do not rely only on internet sources.

Appendices

The appendices should be numbered and titled.

Final observations

Your paper should not exceed **10-15 written pages** (excluding illustrations) and it should be printed single-sided on A4 paper. You have to submit the final version of your paper to the coordinator between 16th and 28th March 2015 for corrections, observations and suggestions. This final copy has to be approved by your coordinator.

Appendix 1

Criteria for the evaluation of the project

Written work: 30 points

1. Choice of subject – **5 points**
2. Language (semantics / lexis / morphology and syntax) – **10 points**
3. Structure of the project (introduction, contents, conclusion, references) – **15 points**

Delivery / Oral presentation: 60 points

1. Presentation: - ability to present the main ideas – **5 points**
- ability to illustrate these ideas with relevant examples – **5 points**
 2. Interaction: - ability to answer the evaluators' questions clearly, without digressions or unnecessary details – **15 points**
- ability to argue – **10 points**
- ability to express a personal point of view – **5 points**
- ability to express nuances of interpretation – **5 points**
 3. Linguistic accuracy (morpho-syntactic accuracy, complexity of vocabulary, quality of communication, pronunciation) – **15 points**
- 10 points are awarded ex officio.**

Appendix 2

Examination dates and deadlines for submitting work

Date / Period Action to be taken Observations

- | | | |
|---------------|--|---------------------------------|
| 15.09 – 06.12 | Read widely and find a subject | See Appendix 2 |
| 06.12 – 10.12 | Present the subject to your teacher | |
| 13.12 – 14.01 | Receive feedback and refine your subject/title | |
| 15.01 | Submit your final title to your supervisor | |
| 07.02 – 18.02 | Submit your first draft to your supervisor | Introduction, chapter structure |
| 21.02 – 11.03 | Submit your second draft to your supervisor | Complete structure, conclusion |
| 14.03 – 30.03 | Submit your final draft to your supervisor | Last fine-tuning of your work |
| 31.03 – 15.04 | Submit your written work to the Secretariat | One spiral bound copy |
| 18.04 – 02.05 | Prepare your oral presentation | PowerPoint |
| 02.05 – 31.05 | Examination of written and oral work | Date to be announced |
| 02.05 – 31.05 | Announcement of results | Date to be announced |

Sample of title page

**COLEGIUL NATIONAL DE INFORMATICA „GR. MOISIL”
BRASOV**

**LUCRARE PENTRU OBTINEREA
ATESTATULUI LA LIMBA ENGLEZĂ/
CERTIFICATION PAPER**

(TITLUL LUCRARIII IN LIMBA ENGLEZA)

**ELEV:
(prenume, nume)**

**PROFESOR COORDONATOR:
(prenume, nume)**

2015