

## The guideline 2023

### **KSCB012 Intensive Conversation I**

### **KSCB013 Intensive Conversation II**

### **KSCB910 Intensive Conversation for MA. program I**

### **KSCB912 Intensive Conversation for MA. program II**

1. Each student comes 2 times a week. **50 minutes each session.**
2. The teacher chooses a topic for the week (may be in cooperation with the student; may be based on the textbook used in the main classes)  
**The first session of the week:**
3. The teacher prepares 15 open questions on the chosen topic and sends them to the student at least 3 days before the session. During the session student answers questions one by one, while teacher asks additional questions based on the student's reply. Each question should be discussed approx. 5 min. The teacher chooses which question they will discuss during the session. Do as much questions as you can!
4. The point of the course is spontaneous interaction (where the student speaks naturally and respond to an input). Therefore, the student **should not prepare a full note to read from!** However, the student is free to prepare an outline to help him/her organize the thoughts.  
**The second session of the week:**
5. During the first session, the teacher takes notes of the student's mistakes (phonetic, intonational, grammatical, lexical, pragmatic, etc.). After the first session, the teacher prepares a list of words (or phrases, or grammatical issues) suitable for the topic the student does not use or has problems with it (15 items). Simultaneously, the teacher prepares 15 open questions to the week's topic again (the topic can be enlarged or slightly altered; the questions may be repeated if not used in the 1<sup>st</sup> session or the student's answers during the 1<sup>st</sup> session were not satisfactory). The point is, **the student must use the suggested new words and phrases in her 2<sup>nd</sup> sessions answers, so that her vocabulary gets improved.**
6. The teacher sends the student an email with the suggested new words and phrases

- and new 15 questions after the 1<sup>st</sup> session of the week.
7. Otherwise, the 2<sup>nd</sup> session is similar to the 1<sup>st</sup> session. The teacher accentuates the new words and phrases in the discussion.
  8. Each week the teacher and the student discuss new topic.
  9. **100% attendance in the class. The time of the session may be changed based on mutual agreement between the teacher and the student. However, there must be 2 sessions every week.**
  10. If the student needs to shift the class, she reminds the teacher early enough. The shifts are not too often.
  11. A sick leave should be justified with a doctor's note; ANY unexcused absence results in "fail".
  12. The teacher should prepare a summary of student attendance and send it to the administrator at the end of the term.
  13. Punctual attendance is expected.
  14. Any problems must be reported to Mgr. Terézia Hegerová immediately.

If you have any question, please feel free asking the Intensive Conversations coordinator:

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