

INSTRUCTIONS FOR THE LANGUAGE EXAM (FRENCH, GERMAN, SPANISH, ITALIAN)

Foreword

In order to be admitted to take the examination it is compulsory to hold a valid identity document (as according to the **DPR 445/2000, art. 35**) or the red Bicocca red badge (as according to the **art. 14 of the Students Regulation**). Documents are requested for the identification.

The students showing up late at the exam, after the beginning of their shift, are not admitted inside the laboratory and will need to enroll in a new session of exam.

Characteristics of the exam

- The exam lasts a maximum of 60 minutes but can be completed in 30-45 minutes, according to one's level of knowledge of the language. The number of questions varies from student to student.
- The test is divided into three parts: the first two are easier, while the third one is for a more advanced level.

Students with low linguistic abilities conclude the test at the end of phase 1 or 2. Students with higher linguistic knowledge end the test doing section 3.

- The test is completed at the end of the laboratory session; students must use the earphones with which the lab is equipped to hear the audio files clearly.
- The audio files (listening comprehension) can be heard only once.
- All exercise consist in multiple choice questions with 4 possible answers; only one answer is correct.
- Avoiding to answer a question or giving an incorrect answer corresponds to **0 points**.

Types of exercises

Phase 1: Reading comprehension on grammar, vocabulary and reading.

- Read a sentence with a blank space, then select the correct answer among the 4 choices available to complete the sentence correctly.
- Read a sentence or a short passage and answer three questions of text comprehension, choosing among the four answers available.

Phase 2 and 3: Listening comprehension.

- Listen to a question or a sentence and choose the correct answer among the options. The option can be written or presented with audio files that must be listened to.
- Listen to a conversation or a monologue and answer the questions choosing among the three options associated.

How the exam takes place

- 1) The Proctor will ask to activate the audio on your PC down on the right of the screen and test your earphones. You must click on the icon named "prova cuffia" on your desktop. In case the earphones are damaged or do not work your will be directed to another workstation.
- 2) Close "prova cuffia" programme and click on the Google Chrome link "Rosetta Stone Schede" on your desktop to access the exam platform.
The exam will take place on Rosetta Stone platform for all languages, except for Italian, which will be tested on the Moodle platform provided by Prolingue International.
- 3) The Proctor will log in using credentials created for each student or he/she will show students the information to access the platform.
- 4) Click on "Start the test" (which will appear in the language of the test).
- 5) To take the exam it's compulsory to use only the left mouse button.
- 6) To answer the questions and save your work, please click "Submit" after selecting the answer down on the right of the screen.

During the exam it is not permitted to see the previous questions or change the answers already submitted.

At the end of all questions, please click "Submit" to save the exam.

- 7) **At the end of the exam the score obtained will appear automatically. The score goes on a scale from 1 to 400. The linguistic level according to the CEFR (Common European Framework of Reference for Languages) refers to the linguistic level to develop and not to the level acquired, so that the score obtained is the element to take into account to understand your real linguistic level.**

For the Italian exam the score is not visible altogether, it is necessary to contact the International Promotion and Communication Office a few days after the test and ask for this information.

8) Here below you can find the table of scores for the linguistic proficiency valid for all languages (French, Spanish, German and Italian)

Da	A	Livello
1	39	A0
40	115	A1-
116	164	A1
165	219	A2
220	269	B1
270	329	B2
330	369	C1
370	400	C1+

- 9) After seeing the score on your screen, raise your hand indicating you finished the test; the Proctor will come to your workstation, take note of your score and close the platform. Do not run any action autonomously.
- 10) It is not requested to disconnect the PC or to sign the register again after the test.
- 11) After **3 weeks** maximum from the examination date, students will receive on their campus mail account the link to download the "Open Badge" certificate, sent by Bestr for Università degli Studi di Milano-Bicocca, info@bestr.it (information on downloading **Open Badge Bbetween Lingue** at the following link:
https://www.unimib.it/sites/default/files/2022-08/F3_IOstuP_Download_OPEN_BADGE_0.pdf).
- **Linguistic Proficiency for students at the first year:** after downloading the Open Badge certificate the ECTS will be credited if the level reached at the end of the exam corresponds to at least **B1**. The download of the Open Badge document is compulsory to start the informatic registration of the ECTS on your online booklet.
 - Other linguistic activities of the Degree Course (advanced language exam, further linguistic knowledge, second language, language exam for the Erasmus+ programme, language exam required for the enrollment at an MA at Bicocca University, exams required during an MA): after downloading the Open Badge certificate, the ECTS will be credited **according to the level reached during the test and in case ECTS are planned** by the academic regulations and/or by the specific call for application. Specific rules or particular cases of the degree course must be verified and can change the registration of the ECTS.
- 12) **Registration of the ECTS on the online booklet:** The update is done periodically and in the cases ECTS are planned by the academic regulation of one's degree course (for freshmen of the current a.y. the registration of the ECTS takes longer than for other students, so the ECTS will be recorded on the online booklet as soon as possible).

NORMS OF CONDUCT

It is forbidden to:

- A. introduce smartphones, handheld devices, PC, calculators or other electronic devices;
- B. use notes, manuscripts, texts or books of any kind;
- C. use material and/or informatic devices;
- D. communicate with other students or pass information to them.

The students possessing one of the object at A) or B) will have to close them in their bag and place the bag near their workstation before the beginning of the exam, according to the instructions given by the proctor. The students who will copy during the exam and/or use the devices at A), B) or C) will be expelled from the exam. Their test will be interrupted and invalidated.