



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(मानव संसाधन विकास मंत्रालय, भारत सरकार, के अधीन एक स्वायत्त संगठन)

शिक्षा सदन, 17, इन्स्टिट्यूशनल क्षेत्र, राउज एवेन्यु, दिल्ली-110002.

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)
"Shiksha Sadan", 17, Institutional Area, Rouse Avenue, Delhi-110002



CBSE/ACAD. /DIR. (ART & I)/ASL/2014

03rd July, 2014

Circular No: Acad-20/ 2014

The Heads of all affiliated Institutions

Assessment of Speaking and Listening Skills [Academic Session 2014-2015]

The CBSE's implementation of the Assessment of Speaking Listening Skills project in classes IX & XI in English from the academic session 2013-14, has brought to the foreground, a reformatory approach to the teaching-learning and assessment of students' competency in the English language. Schools Head and teachers acknowledge that students get more opportunities to practise their oral-aural skills through the transaction of a well- structured, balanced curriculum. The Board supports schools through the reference materials, updates, samples and other necessary guidelines on the www.cbseacademic.in-**ASL Gateway**, to conduct the **ASL for SA-I, in class IX, SA-I & SA-II in class X and mid-term examination in class XI.**

Advisory for School Heads & Teachers: Handbook	ASL Gateway
Content <ul style="list-style-type: none">○ Focus of each assessment task [Tasks 1, 2, 3, & 4]○ Objective/s of assessment tasks○ Domains and Topics for assessment○ Topic Questions for speaking assessment○ Teaching tips for conducting activities in class○ Performance descriptors○ Guidelines for School Heads	Support materials: <ul style="list-style-type: none">➤ Class-wise specifications➤ Samples of audio tracks, worksheets, mark sheet➤ Language practice activities➤ Training calendar➤ Periodic updates through circulars➤ Guidelines for awarding grades➤ Project updates➤ Proforma for feedback➤ Advisory for Schools Head & Teachers <p>Link : http://www.cbseacademic.in/aslcorner.html</p>

Therefore, School Heads are directed to go through the annexure A and documents uploaded in the **ASL Gateway**, and disseminate the information to teachers and students to ensure optimal utilization of all available resources. For clarifications, please contact:

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Sd/-
(Dr. Sadhana Parashar)
Director (Academic, Research, Training & Innovation)

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016.
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar –791 111
7. The Director of Education, Govt. of A&N Islands, Port Blair - 744101.
8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O.744103, A&N Islands
9. The Secretary, Central Tibetan School Administration, ESS Plaza, Community Centre, Sector 3 Rohini, Delhi-110085.
10. All Regional Directors/ Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
11. All Associate Professor & Additional Directors/ Advisors/ Consultants
12. All Additional Director/ Joint Director/ Deputy Director/ Assistant Director, Vocational Cell, CBSE
13. The Research Officer (Technology) with the request to put this circular on the CBSE websites.
14. All Assistant Professor & Joint Directors, CBSE
15. All Assistant Professor & Deputy Directors, CBSE
16. The Deputy Director (Examination & Reforms), CBSE
17. The Assistant Librarian, CBSE
18. The Public Relations Officer, CBSE
19. The Hindi Officer, CBSE
20. PS to Chairman, CBSE
21. PS to Secretary, CBSE
22. SO to Controller of Examinations, CBSE
23. PS to Director(Special Exams and CTET), CBSE
24. PA to Professor & Director (Academics, Research, Training & Innovation), CBSE
25. PA to Director (Information Technology)
26. PA to Director (EDUSAT)

Director (Academics, Research, Training and Innovation)

Assessment of Speaking and Listening Skills-2014-2015

ADVISORY FOR HEADS OF SCHOOLS

ASL is mandatory for Classes IX, X and XI.

Recording of Speaking Assessment: Speaking Assessment (SA-I & SA-II) must be recorded in its entirety to

- i. Monitor quality assurance of the test delivery
- ii. Provide guidance and support for teachers as assessors.
- iii. Feedback for training and other communications.

Note: Recordings may be kept safely and securely for 6 months after the conduct of assessment.

Content preparation:

- i. Topics may be given not more than three days before the assessment
- ii. Students may be given a choice under the domains given in the specifications.
- iii. Rote learning is to be discouraged and students made aware of marking down for the same in SA-I.

Note: Teachers should encourage student pairs to tackle different topics with greater depth to avoid repetition of ideas and promote higher standards of preparation.

Managing the test delivery:

School heads may set aside the dates for the ASL for SA-I in their calendars a week before the commencement of SA1 in all schools. Assessments must be conducted during this window period. Ideally, each class may be allotted one **entire** day or, **either** one of the following options may be used:

- i. Students may be assessed according to the original format in pairs, with examiner and students sitting in a separate class room, and the next pair waiting outside and ready to step in after the previous pair finishes.
- ii. Teachers may also explore the format of conducting the test within the classroom in the presence of all students [*note: applicable only for SA-I or term examination in class XI*].

If **format ii.** is taken up, the procedure is as follows:

- a. Students sit in pairs according to the list made for the testing.
- b. Each pair move up to the first desk close to the teacher for their assessment.
- c. While the assessment is being done, other students do work assigned to them during the specified period/s in their time table on that day. [*Monitors /prefects may be assigned the duty of maintaining silence while the assessment and recording are being done*]
- d. The recorder is placed on the teacher's table for the recording.
- e. If there are students who are very weak, and nervous, the teacher may keep them back in the recess/after all have finished so that their assessment is done apart from others.
- f. The purpose of doing the assessment in the classroom is to reassure students about the process and motivate them.
- g. Teachers may begin with 3 'best' pairs in class so as to set the benchmark of excellence in the beginning of the assessment. [It has been observed that, in some schools, ASL the classroom has yielded very good results as it promotes interest in listening to varied ways of answering questions and encourages responses that were more cautious with fewer errors]

Note: These options may also be used for ASL in Class X, for SA-II.

Recording information:

Funds may be allocated in the school budget in the beginning of the session for the purchase of recorders. [Ideally, *one recorder for per teacher*]

Once the recording of the speaking test is completed for all sections of each level i.e. Class IX A, B, C... and Class XI A, B, C... etc., they should be transferred to CD s/ DVDs along with award lists of speaking and listening assessments copied in it, may be securely stored by the Principal/ Head of School and one copy each by the Examination In-charge and teacher concerned.
