**8TH FEBRUARY 2021 BUSINESS ENGLISH EXAM**

PLEASE READ ATTENTIVLEY AND FOLLOW THE INSTRUCTIONS YOU FIND HERE BELOW:

1. SEND AN EMAIL TO CONFIRM THAT YOU WILL PARTICIPATE TO THE EXAM WITHIN 07TH FEBRUARY 2021 WITHIN 18:00.
2. THE EXAM WILL BE HELD ON WEBMEETINGS. I BOOKED A ROOM FROM 08:30 TO 10.30. THE ROOM ACCEPTS MAXIMUM 60 STUDENTS PER HOUR; PLEASE READ WHAT THEY SAY:

 'Aula 12 ha una capienza di **60 posti**. In caso di sovraffollamento dell'aula il meeting potrebbe essere interrotto **senza alcun preavviso**

 Al fine di consentire la predisposizione dell'aula e la configurazione audio-video, l'aula sarà disponibile **30 minuti** prima della data e orario di inizio indicato in fase di prenotazione. Prima di tale termine il link risulterà inaccessibile.

 Allo scadere dell'orario di fine indicato in fase di prenotazione saranno concessi ulteriori **30 minuti** per eventuali ritardi, scaduti i quali, la sessione sarà terminata automaticamente **senza preavviso**.

1. I WILL PUBLISH THE LISTS OF PARTICIPANTS ON 07TH FEBRUARY AT 19:30 ON THE MOODLE PLATFORM.
2. THE GROUP WILL HAVE ACCESS TO ROOM 12 AT 08:50, THE EXAM WILL BE HELD FROM 9:10 TO 10.10. YOU WILL FIND THE LINK AND THE PASSWORD TO ACCESS ON WEBMEETINGS ON THE MOODLE PLATFORM ON 8TH FEBRUARY AT 8:45. THE EXAM WILL BE UPLOADED ON THE EXAM ROOM.
3. PLEASE READ THE UNIVERSITY REGULATIONS THAT MUST BE FOLLOWED TO TAKE PART TO THE EXAMS.

**EXAM**

1. THE EXAM LASTS ONE HOUR
2. THE EXAM IS WRITTEN: AN ESSAY (180/200 WORDS) AND A SUMMARY
3. YOU WILL USE A PIECE OF PAPER AND AT THE END OF THE EXAM YOU WILL HAVE TO SCAN IT AND SEND IT VIA EMAIL AS SOON AS THE EXAM IS FINISHED. NO DELAY IS PERMITTED.
4. YOU WILL BE ASKED TO SHOW A DOCUMENT AND YOUR STUDENT CARD IN ORDER TO BE IDENTIFIED