Course organisation non-intensive Dutch Courses

1. Enrolment for the Elementary 1 course

<table>
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<th>To which group do you belong?</th>
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<tr>
<td>TU Delft staff members and non TUD related course participants</td>
<td>Go to: A</td>
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<tr>
<td>TU Delft Bachelor, Master and exchange students</td>
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<td>TUD PhD &amp; TUD PDeng students</td>
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**A** TU Delft staff members and non TUD related course participants

- You are enrolled for the course after your registration and payment (if applicable). Your timetable was sent to you by email.
- If not: you are on the waiting list. If a place becomes available in the first week of the course, we will inform you by e-mail. For this, we advise you to prepare chapters 1-5.
- If you cannot make it after all, please send an email a.s.a.p. to the secretary: delftsemethode@tudelft.nl

**B** TU Delft Bachelor, Master and exchange students

**Entrance Test**

- Before you can enrol for the course you need to make an entrance test on: Wednesday 12 February, 17:45 - 19:30 h, Faculty of TBM, pc room B, Building 31, Jaffalaan 5, Delft
- This entrance test is obligatory. You have to prepare text 1 & 2 of the textbook in the way mentioned during the introductory class. Text 1 & 2 are available for free on the Delftse Methode App (Apple & Android) or on the Delftse methode demo site (https://nt2methodes.nl/demo/groeneboek/v1/)
- During the entrance test you will hear fragments of the two texts you have prepared. After each sentence you type exactly what you have heard. You pass a test when you are able to reproduce at least 80% of the text correctly. You need to pass both texts. Please, bring your own headphones!!
- Time schedule for the entrance test is based on the first letter of your surname. Surnames starting with:
  - A – E: 17:45
  - F – J: 18:10
  - K – O: 18:35
  - P – T: 18:55
  - U – Z: 19:15

Enrolment

- If you have passed the introduction test, your student number will be published in the announcement of Pre-enrolment for Introduction meeting & Introduction test Dutch course on Brightspace.
- If you have passed the introduction test, we will have enrolled you in the course WM1115TU on Thursday February 13 around 10am. You will find this course under My Courses. (If not, you failed for the test).
- Please note: This does not mean that you have a place already. First, you have to enrol in a group:
- Enrol via Brightspace (via my courses: WM1115TU 2019-2020, Q3)
- Group enrolment is open on February 13 from 11:00am onwards. Be on time, because the courses are popular!
- Enrol in the group that suits you best (first come, first served). The group schedules will be published on Brightspace.
- If all groups are full:
  - Put your name on the waiting list. You have the first choice for a seat in one of the groups in the following quarter.
  - Prepare chapters 1-5, in case a place becomes available in the first week of the course in the current quarter.
  - Or you can choose to do self-study and register for a final test for the course and a speaking test. In case you want to register for self-study, send an email to delftsemethode@tudelft.nl

  - If you enrol, you are supposed to finish the course. Only enrol if you have enough time (10 hours a week in total)!
  - If you drop out, 1) Notify your teacher and the secretary, 2) You cannot take the course again later, 3) You can do self-study and sit the final test and the speaking test, 4) You may get a poor result in Osiris which you can improve by doing the final test + speaking test

**C** TUD PhD & TUD PDeng students

- You are already enrolled. But you have to sit and pass the entrance test on Wednesday 12 February, 17:45 - 19:30 h, Faculty of TBM, pc room B, Building 31, Jaffalaan 5, Delft. This entrance test is obligatory. You have to prepare text 1 & 2
of the textbook in the way mentioned during the introductory class. Text 1 & 2 are available for free on the Delftse methode App (Apple & Android) or on the Delftse methode demo site. (https://nt2methodes.nl/demo/groeneboek/v1/)

• During the entrance test you will hear pieces of the two texts you’ve prepared. After each sentence you type exactly what you have heard. You pass a test when you are able to reproduce at least 80% of text the correctly. You need to pass both texts. 📚 Please, bring your own headphones!!

• Time schedule for the entrance test is based on our surname. Surnames starting with:

• If you fail for the test, your name will be removed from the participants list.
• If you pass: come to the first lesson, next week! If you complete the course, you will get 3 Graduate School credits.

• If you don’t finish the course, your department will get an invoice from the graduate school
• If you cannot make it after all, please send an email a.s.a.p. (delftsemethode@tudelft.nl)

2. Course materials

  • Waltman book shop (TU Campus): Building 32 (Industrial Design) address: Landbergstraat 15, 2628 CE Delft
  • Waltman book shop (Delft City Centre) address: Binnenwatersloot 33 2611 BJ Delft
  • Publisher’s online webshop: www.nt2.nl/nl

3. Course results

As you can see on your course schedule, your grade for the course will be made known during your last class. The final grade for the course consists of an average of two grades: 1) Your speaking skills shown in class, based on your teachers’ judgement, 2) A weighted average of: attendance (20%), listening tests (20%), writing assignments (30%), gap fill tests (30%)

Listening tests
During your course you need to do a listening test before or after each class. Please, check the course schedule for the time and room for these listening tests. During the listening test you will hear fragments of the texts you have learned for your classes. After each sentence you type exactly what you heard, like a dictation. It is a way to check whether you have done your homework properly. The result you get for the listening test forms a part of your final grade for the course. The more texts you complete successfully, the higher your result. You pass a test the moment you are able to reproduce correctly at least 80% of a text. If your result is lower than that, you have to study the text more carefully, according to the learning steps of the Delft method and do the test again the next time. Since this test is an official test, no books, phones of papers are allowed on your desk while taking the test. If we detect any irregularities during the test, this will be considered as fraud and the ability to take tests will be blocked for the rest of your course 📚 Bring your own headphones!

Gap fill tests on paper.
You should regularly repeat previously learned texts. To test this, there are three gap fill tests during the course. Dates are on the course schedule. The test consists of parts from texts in the book. There are 20 gaps in these texts. You have to fill in the missing words. The test takes 20 minutes and will take place in the classroom. If you miss a gap filling test, you cannot do it on another day.

Writing assignments
Writing is also a part of this course. There are 2 writing assignments. See the course schedule for the dates. You will write a short text about the topic of de text you prepared for your class of that day. Make your own sentences and use the words you learned during your course. When you do the assignment no book, telephone, paper or open listening test is allowed on your desk. The writing assignment will be done during the time and in the same room as for the computer test.