

**COBE 016587- 4 AND 5 POINT COMPUTERIZED ORAL BAGRUT EXAM-2020**

**Suggested procedural guidelines**

**National Counselor COBE-Beverly Chazan- Please call if you need support:**  
**058-490-2765**

**Matach support: 03-620-0622**

Guide to Stay-up-Date Information:

**All information can be found on Stay-Up-to-Date->Bagrut-> Oral Exam->Computerized Oral Exam:**

[http://cms.education.gov.il/EducationCMS/Units/Mazkirut\\_Pedagogit/English/Bagrut/OralExam/ComputerizedOralTest.htm](http://cms.education.gov.il/EducationCMS/Units/Mazkirut_Pedagogit/English/Bagrut/OralExam/ComputerizedOralTest.htm)

- Dates for simulations and COBE
- Guidelines for COBE 2020, Rubrics and Table of Specifications
- Information about tsiyun shnati (annual grade)
- 2019 Simulation exam example of the COBE

Letter to principals about getting school ready for COBE

Semel sheelon- for all bagrut exams: see information on oral bagrut exams:

[סמלי שאלון מעודכנים לבגרות באנגלית - תש"ף](#)

07 accommodations - oral bagrut information

[http://meyda.education.gov.il/files/Mazkirut\\_Pedagogit/English/07InternalExternalAug19.pdf](http://meyda.education.gov.il/files/Mazkirut_Pedagogit/English/07InternalExternalAug19.pdf)

Shema level 5 impaired students can choose to take the f2f old format or the COBE itest format:

[http://cms.education.gov.il/EducationCMS/Units/Mazkirut\\_Pedagogit/English/Bagrut/LD/Hearing\\_Impaired.htm](http://cms.education.gov.il/EducationCMS/Units/Mazkirut_Pedagogit/English/Bagrut/LD/Hearing_Impaired.htm)

<b>Who is responsible:</b>	<p>Make sure the schools' computers work on the itest most recent version-stay up to date on all itest updates.</p> <ul style="list-style-type: none"> <li>· Install, if possible, itests in all possible computers in the entire school.</li> <li>· Get headsets with microphone and earphones.</li> </ul>
<p>Computer/tech Coordinator at your school</p> <p><b><u>Matach support:</u></b>  <b>03-620-0622</b></p>	

The Beginning of the school year :

Technical:

- Please note that an updated version of ITest 9.0.0 for the computerized oral Bagrut tests has been published by Matach. More information is here <http://bit.ly/2kVNeab>
- Register school for itest for **both 4 and 5 point students by id numbers and semel sheelon: 016587** for both recording answers and listening to text
- Register English teachers using a user name- ie 123456789 and a password so they can have access to practice the cobe simulations and practice exams with their students on the itest program
- Give English teachers the username and password
- Download practice itest -tirgul- recent-before the simulations, simulations and bagrut exams on each day of the exams and simulation exams and give the English coordinator the code to get into the exam.
- Help teachers and students with technical problems on itest before and during the simulations and bagrut exams by having the tech coordinator around on the day of the test.
- Save the simulation exams and download onto teachers' disk on key according to time slots so they can check them if they decide to do so (not compulsory) for the matkonet or to provide feedback to the students.

You may save bagrut backups too until you are sure all tests were sent to Matach.

<p>Bagrut secty or Bagrut Coordinator in your school</p>	<ul style="list-style-type: none"> <li>· Make sure itest coordinator at your school has registered all students on itest for <ul style="list-style-type: none"> <li>• Register students for <u>winter or summer</u> bagrut exams like <u>all</u> other external exams-(no specific date)</li> <li>• Register 07 students and shema hearing impairment 3, 4, and 5 for the f2f exam (old version of oral exam) through Shiluvit semel shaylon 016587 same as COBE. <b><u>Levels 3 and 4 shema are not to take the COBE.</u></b> Remove those students' id numbers from the itest registration.</li> <li>• Order bagrut proctors for the bagrut. One per room.</li> <li>• Send in the tsiyun shnati</li> </ul> </li> </ul>
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English  
coordinator-

**Technical issues:**

- Stay in touch with the itest, computer and bagrut coordinators.
- Contact your inspector to order an external f2f tester for 07 students if necessary.
- Make sure all students get to practice the itest tirgul on the computer once before the simulation test, especially if considered matkonet.
- Organizing time slots and rooms: Recommendation:

Set up schedule for the simulation and bagrut exam in 45 minute time slots- 30 minutes in the room and 15 minutes between groups of students entering the room- from about 9:00 till about 5:00 on the simulations and bagrut exams. Make sure students know the time of their test.

- Students enter the computer labs in groups. Check the number of students you can put in a computer lab at the same time: For example: a room with 20 computers: 5 students (1 in each corner and 1 in the middle). Group of students enter at the same time and leave as they finish the exam. Let the next group into the room according to schedule. Use same organization for simulation and bagrut unless you see you need to adjust numbers.
- **(Not Compulsory) Only read if you decide to use the simulation as the matkonet exam or choose to listen to or provide feedback on simulation:** each teacher should bring a disk on key and give it to the itest coordinator so the itest coordinator can save the simulation onto the teachers' disk on key according to their students' time slots . The groups of students should be scheduled into time slots so that all of the same teachers' students are in all the computer rooms in the same time slot so they begin and end together before the next teacher's group begins. (whenever possible). For example, all of my students in all 5 rooms from 9 to 9:45. In that way teacher's will each be able to check or listen to their own students' exams. Another option is to have the itest coordinator just copy the number of tests in the teacher's

	<p>group onto the disk and teachers will mark each others' students exams like the bagrut.</p> <p><u>On the day of the simulation and the oral bagrut</u></p> <ul style="list-style-type: none"> <li>• Write the test code you get from the itest coordinator on the board in each room you are using for the simulation / bagrut exam.</li> <li>• Give bagrut proctors guidelines <b>-no materials, dictionary etc in the room</b> with the student except <b>id card</b> and <b>exam ends 30 minutes</b>. Give itest Coordinator's phone number to all proctors.</li> </ul> <p><u>Pedagogical suggestions for coordinators and teachers:</u></p> <ul style="list-style-type: none"> <li>• Stay calm and keep students calm. Help them believe they can do this by being positive.</li> <li>• Introduce staff to itest on the <u>inspector's site</u> -read guidelines (see files above).</li> <li>• Do the sample itest simulation with staff and then with the students after showing the rubrics and ToS.</li> <li>• Partanti lessons can be used for practice and assessment of oral activities and tasks.</li> </ul>
English teacher:	<ul style="list-style-type: none"> <li>• Read the directions for the test in Hebrew posted on the inspector's site with your students</li> <li>• Share the rubric and table of specifications with the students so they understand what is expected of them and how they will be graded. Model answers for students while you show them the simulation.</li> <li>• Show students the sample itest simulation (see link above)</li> <li>• Create a tsiyun shnati -30 % matkonet-70% assorted oral tasks.</li> <li>• Have grades ready in time to be sent to the Ministry before the bagrut exam as all other external exams</li> </ul>

Student

- Familiarize yourself with all parts of the exam- topics and marking rubrics.
- Practice speaking regularly so that the day of the simulation and the bagrut will be a natural outcome of the learning process.

On the day of the simulation and bagrut exam:

- Turn up the volume on headset and computer before logging into the exam
- Type in the test code so you can get into the exam
- Turn on the clock and monitor how much time has passed and how much time you have left
- Listen to the instructions to remind you how to answer for each part of the exam.
- listen to the prompts several times before you begin answering the questions- you have plenty of time for that.
- Answer **all questions, in depth with supporting details** in each part of the exam.
- **Focus on fluency** not perfection, **do NOT use the pause or stop button**- you are meant to stop speaking in order to think and briefly hesitate while speaking and recording as long as you are gathering your thoughts in order to continue your answer. That is what is expected of you. Every time you stop your recording and continue recording you create a new file. Grades will be taken off if you have more than 2 files.
- **If you get stuck, use the words you know.**
- Record the entire exam then listen to it.
- Make sure you click on send the exam once you have finished it.
- If you experience technical difficulties:
  - Stay calm

	<ul style="list-style-type: none"><li>▪ Wait a few seconds and do not panic , it might work itself out</li><li>▪ Then call for help do not worry- your exam is not ruined</li><li>▪ Continue with your exam calmly</li></ul>
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