To: Dr. Erika Paterson, ENGL 301 Instructor

From: Darius Zhang, ENGL 301 Student

Date: November 1st, 2021

Subject: Proposal for introducing a 10-minute quiz in UBC Chinese language program’s OP (oral practice) sessions.

**Audiences:**

The intended audience of this proposal is the director of UBC Chinese Language Program, Dr. Duanduan Li, the organizer of oral practice sessions, Victoria Ni; and the TAWLs and volunteers in the OP.

**Introduction:**

The Chinese language program in UBC offers a platform for Chinese-learning students to connect and communicate with people who also appreciate Chinese culture. The oral practice sessions are part of this program, the OP organizer Victoria Ni would recruit volunteers every semester, the role of the volunteer s to help UBC students dealing with varied challenges in learning Chinese. One online OP session consists one volunteer and one student who is currently taking Chinese courses at UBC. The session usually lasts about 50 minutes, volunteers and students were provided with an OP sheet, which outlines new vocabulary and grammar that students needed to study.

**Statement of Problem**：

The OP session does not have an assessment system that allows volunteer to monitor students’ learning process. One volunteer usually team up with just one student throughout the semester, if there’s an assessment system in place, the volunteers can have enough information on what skills students have and have not mastered, in this way they can add modification to the teaching content and provide students with better OP experiences.

**Proposed Solution**：

Introducing a 10- minute quiz after 50 minutes of OP session. Since the OP sessions are all online, volunteers can use technology such as Digital Quiz Maker on [typeform.com](http://typeform.com) to create quizzes for the students. The website is very accessible and easy to use, the quiz provide a great opportunity for the students to review what they learned, and acknowledge what they need to learn in the next session.

**Scope:**

To assess the feasibility of the quiz as apart of UBC’s OP sessions, I plan to pursue five areas of inquiry :

1. How many volunteers know how to create a quiz using online website?
2. Will hands-on workshops improve volunteer’s ability to create quizzes？
3. What kind of quiz will make students more engaged (eg.multiple questions? short paragraphs questions?)
4. What are some limitations of introducing the quiz in OP sessions?
5. What are some barriers preventing students to complete the quizzes?

My primary data source will be surveying UBC Chinese language program members to determine their perspectives on quizzes in OP sessions.Surveys will be distributed virtually and data will be collected anonymously. Secondary sources will include research articles on assessments, which will help me to understand the pros and cons of having assessments in one’s learning process.

**My qualifications:**

I have worked in CLP for a half year now, and I am an OP volunteer this semester. It is based on my experience that there’s a need for some form of assessment in the OP session. Not only because I could not track my student learning process, but also because I feel frustrated when I see my student struggling to apply what they learned previously in new conversations.

**Conclusion:**

To conclude, action is required to better assist students who are in the OP program. I can determine the feasibility of quizzes in OP because I am also currently working in the program.