Welcome

Confidential. Exam preparation survey for native Chinese language speakers

You may complete this survey alone or with assistance. Please leave blank any information that is private.

<table>
<thead>
<tr>
<th>Name</th>
<th>Email/phone</th>
<th>Sex</th>
<th>Age</th>
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<table>
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<tr>
<th>Occupation</th>
<th>Highest education level (a) Chinese</th>
<th>(b) English study</th>
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In which country were you born? ____________________________ How many years did you live there? ________

How many years have you lived in a country where English is an/the official language? ________

List the countries/years ________________________________________________________________

How many language exams have you undertaken in the last year? ________ Last 5 years? ________

English language examination history: please provide details of your last three exams:

<table>
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<tr>
<th>General or academic test</th>
<th>Date</th>
<th>Location</th>
<th>Listening</th>
<th>Reading</th>
<th>Speaking</th>
<th>Writing</th>
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Rank from 1 to 4 the English language skills in order of difficulty (1 = most difficult, 4 = least difficult). If you feel that two or more skills are equally difficult, use the same number multiple times (e.g., 1, 1, 2, 2).

Reading ________ Writing ________ Listening ________ Speaking ________

Please provide details of positive outcomes you hope to achieve from working with your tutor. You may offer suggestions about techniques the tutor can use that you think will work best for you.

The Free School       www.thefreeschool.education       free@thefreeschool.education
Notes to students: if you complete this survey below, please answer the questions in the body of your e-mail and/or discuss with your tutor via Skype.

Interviewers notes. Use the questions below to open the question, and extend questions if required.

**Semi structured interview. Part (A) - follow up questions from the one page survey**

1. What disciplines were studied in Chinese/English languages? Map each discipline to the language and level. Make a note of complete and partially complete studies. Inquire about failed units.

2. Inquire about whether the client's current occupation is consistent with their work history. Note the number of years they have worked in different professions/roles and industries. Inquire about the context, skill level and frequency of English language usage for each role. Inquire whether the competency level required varied by language skill (reading, writing, listening, speaking).

3. Consider whether the person's age and sex are relevant context factors that might have impeded or advanced their English language skills at different times in their past (socially, professionally, or in education settings).

4. Inquire whether your client has undertaken more than three language examinations. If so, make a note of relevant factors such as where, when and the results obtained for each skill.

5. Inquire whether the client has lived in multiple English speaking and non-English speaking countries. Make a note of the number of years, and map this to their age and schooling and work history.

6. Ask the client what aspects of their exam results (on their survey) they are keen to discuss. Avoid leading questions. If no response is offered, inquire about those skills which report the lowest scores. Ask questions generally - do not ask leading questions.

7. If the client has offered information in the open questions section, ask follow up questions in response to this information, where appropriate. Avoid leading questions.

8. Do you think that some examination centres mark 'easier' or 'harder' than others?

**Part (B) - Questions that do not directly relate to data collected from the survey**

Customise questions in response to the way this interview has unfolded.

N.b. Spelling and grammar errors on the survey and from the client's verbal discussion may offer guidance about questions specific to the client that I can ask during this semi-structured interview.

*Thank you for your assistance*