QATAR
FOUNDATION
INTERNATIONAL, LLC
عضــو فـي مؤسســة قطــر
Member of Qatar Foundation

2024 Arabic Speaking Competition

Entry Guide for Teachers

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The following guide shows how you can support and conduct the first stage of the Arabic Speaking Competition (ASC) in your school this year.

1) Arabic teacher/s announce the ASC to students.

2) Talk to those students interested in taking part and explain the rules, the topics, the format and the deadlines for the 2024 ASC.

3) By **March 12,** register your school's interest to take part in the ASC by submitting **the application form**. Each school should have one dedicated point of contact who will liaise with QFI and who will submit and upload student application sheets and presentations.

4) After registering, you will receive an email with a link to a folder where you can upload your students' files.

5) If possible, allocate time to allow students who wish to take part to prepare their presentation, discuss their ideas, offering support with language and vocabulary if needed.

6) Ensure that your students are able to record their presentations correctly as MP3 files or PPT slide with voice over if they choose to use a slide.

7) Each school will be allowed to submit **up to ten entries by April 30th**.

   a) If your school has more than ten students who wish to enter the competition, the school should select the ten students they wish to submit.

      i) This can be done through a selection process in the school, for example asking the students of Arabic to vote for the best entries.

      ii) This could be done by way of a class activity where students select their favourite entries based on criteria such as enjoyable, interesting, good Arabic, confident speaker etc.

      iii) They can work in groups and give each entry a score with the top ten being submitted.

      iv) Or the school's Arabic teacher can make the selection using the judging rubric provided in the ASC guide.

8) The school's dedicated point of contact uploads the school data sheet listing all participating students (template will be provided) and the school's entries (up to ten) on the ASC's google platform as per the instructions provided above.

9) If you have any question do not hesitate to contact QFI at **ukarabic@qfi.org.**

10) There will be a webinar to go over the procedures and answer any questions you may have on **27 February at 17:00 GMT**. Please **click here** to **register** in advance to join the webinar.

    a) Please note that advanced registration is required.

    b) Once registration is received, details on how to join the webinar will be sent to you. If you don't receive the webinar details, please check your spam folder for an email with the details and link.