

Roleplay A instruction: Asking for an extension

Read the following instructions carefully. You have 4 mins at maximum to prepare for this role play.

■ *Situation (At the end of semester):*

You are working on the final assignment of “Societal issues today”, however you have been sick and could not finish it by the due date (yesterday).

The course syllabus says that:

- Marks will be lost at the rate of 15% per day for late submission.
- Hard-copy only for submission.

*Some special consideration may be applied.

Before the due date, you emailed the teacher (Prof. Brown) to explain your situation, but you have not got a reply yet.

You have recovered now and want to visit the teacher’s office to avoid losing any marks.

Your current circumstances are:

- You need one more day to complete the assignment. (You cannot finish it today).
- You are going to provide a medical certificate, although you have not got it yet.

Now, you encounter Prof. Brown on your way to the office.

■ *Task:*

- In order to avoid losing any marks, explain your situation to the professor and negotiate.

Instruction for the examiner

Please read the following role-play instructions and engage in conversation with the student as naturally as possible.

You are Prof. Brown teaching a class “Societal issues today.”
You are walking on campus, and a student comes to you to ask for Special Consideration for a late submission of the final assignment.

You think that special consideration will be given if the student provides a decent reason with some proof.

* Do not be too accommodating towards the test taker

You are required to imply:

- the due date is strict (the due is yesterday).
- a decent reason is necessary if the test taker asks for special consideration.
- that you are available today in the office and it's best for you to receive the assignment today. (The student will say he/she cannot)
- that you are on a business trip abroad from tomorrow so it would be great if you can take a look at his/her assignment during the flight.

<Your schedule tomorrow>

- Will be in the office until 12pm but need to leave for the airport around that time.
- Flight departure: 4pm

You are required to:

- accept the student's request if he/she wants to bring the assignment to you tomorrow while you are in the office or if he/she wants to send the assignment by email anytime by the end of the day (11:59 pm).
- imply to him/her that s/he needs to provide evidence explaining his/her circumstances, if it is not mentioned.
- imply to him/her that the evidence must be submitted to you as soon as possible (but you are not strict with the date and his/her ways of submission for this medical record).
- if the student cannot continue the conversation, tell him/her to visit your office at 12pm tomorrow.

The test taker has 4 minutes to prepare for this task at maximum. Please start the recording when s/he is ready.

The test taker speaks first. Use the following template to launch the roleplay.

“Alright, in this roleplay you will begin talking. Are you ready?
Okay. 3, 2, 1, Go ahead.”