

examination specifications class xi english core Complete Guide

Examination specifications class xi english core

Understanding the examination specifications for Class XI English Core is essential for both students and teachers to ensure effective preparation and clear comprehension of the exam pattern. These specifications serve as a detailed blueprint outlining the structure, content, marking scheme, and assessment criteria for the English Core paper. This article provides an in-depth analysis of the examination specifications, covering all critical aspects to help students excel in their assessments.

Overview of Class XI English Core Examination

The Class XI English Core examination is designed to evaluate students' proficiency in language skills, comprehension, writing, and literary appreciation. It is a crucial component of the Humanities stream, emphasizing both language mastery and understanding of literature.

Objectives of the Examination

The main objectives of the Class XI English Core exam include:

- Assessing students' reading comprehension skills.
- Evaluating writing abilities, including essays, letters, and reports.
- Testing vocabulary and grammar proficiency.
- Encouraging appreciation of literature through analysis and interpretation.
- Developing effective communication skills.

Exam Pattern and Structure

The Class XI English Core paper is typically divided into two major sections, each with specific question types and marks distribution.

Section-wise Breakdown

- **Section A: Reading Skills (20 marks)**

- Questions based on unseen passages, including comprehension and vocabulary.
- **Section B: Writing Skills and Literature (30 marks)**
- Writing tasks such as essays, letters, notices, etc.
- Questions related to literary texts, including short answer and long answer questions.

Time Allocation

The total duration for the examination is typically 3 hours. Students are encouraged to allocate time as follows:

- Reading passages and comprehension: 45 minutes
- Writing tasks: 45 minutes
- Literature questions and review: 1 hour 30 minutes

Detailed Examination Specifications

The specifications specify the types of questions, their formats, and the expected answers. These are set by the examination board and are crucial for targeted preparation.

Section A: Reading Skills

- Comprehension Passages:
 - Usually 1-2 passages, one prose and one poem or two prose passages.
 - Length varies, generally around 300-350 words.
- Question Types:
 - Multiple Choice Questions (MCQs)
 - Very Short Answer Questions (1-2 lines)
 - Short Answer Questions (up to 50 words)
- Skills Assessed:
 - Main idea and gist
 - Vocabulary in context
 - Inference and interpretation
 - Summarization

Section B: Writing Skills

- Types of Writing Tasks:
- Essay Writing (original or based on prompts)
- Formal and Informal Letters
- Notices and Posters
- Report Writing
- Dialogue Writing
- Marking Criteria:
- Content relevance and originality
- Coherence and organization
- Language accuracy and vocabulary
- Grammar and punctuation

Section C: Literature (Prose and Poetry)

- Content:
- Questions based on prescribed texts, including chapters, poems, and plays.
- Question Types:
- Very Short Answer (1 mark)
- Short Answer (2-3 marks)
- Long Answer (4-6 marks)
- Focus Areas:
- Character analysis
- Themes and messages
- Literary devices
- Context and background

Marking Scheme and Evaluation Criteria

The evaluation process emphasizes both accuracy and depth of understanding.

Marks Distribution

Section	Marks	Description
Reading Skills	20	Comprehension and vocabulary
Writing Skills	30	Essays, letters, reports, etc.

| Literature | 50 | Textual questions, analysis, interpretation |

Answer Quality Expectations

- Precise and relevant responses
- Proper paragraphing and logical flow
- Correct grammatical structures
- Appropriate vocabulary usage
- Critical thinking and analytical skills

Preparation Tips Based on Specifications

To excel in the Class XI English Core exam, students should align their preparation with the given specifications.

Focus Areas

- Practice comprehension passages regularly to improve speed and understanding.
- Develop writing skills by practicing different types of essays and letters, focusing on format and language.
- Read prescribed texts thoroughly, noting themes, characters, and literary devices.
- Enhance vocabulary through daily reading and usage in writing.
- Review grammar rules systematically and do exercises to eliminate errors.

Sample Question Types and Practice Strategies

- Multiple choice questions to test quick comprehension and vocabulary.
- Short answer questions to develop concise expression.
- Long answer questions requiring analytical and descriptive writing.

Common Challenges and How to Overcome Them

Students often face difficulties in specific areas, which can be addressed effectively with targeted strategies.

Challenges

- Time management during the exam.
- Understanding the nuances of literary texts.
- Writing under exam pressure.
- Vague or incomplete answers.

Solutions

- Practice full-length mock tests within stipulated time limits.
- Make concise notes of important chapters and literary devices.
- Develop a writing plan before starting each question.
- Review answers for completeness and accuracy before submitting.

Conclusion

The examination specifications for Class XI English Core serve as a comprehensive guide for students to understand the scope, structure, and expectations of the exam. By adhering to these specifications, students can strategize their preparation effectively, focusing on essential skills such as reading comprehension, writing, and literary analysis. Regular practice aligned with the prescribed pattern, along with a thorough understanding of the prescribed texts, will significantly enhance students' performance. Ultimately, a disciplined approach rooted in these specifications will empower students to demonstrate their language proficiency and literary appreciation confidently, paving the way for academic success.

Examination Specifications for Class XI English Core: An In-Depth Review

Understanding the examination specifications for Class XI English Core is essential for students, teachers, and examiners to ensure a thorough preparation, effective teaching, and smooth evaluation process. This comprehensive review aims to shed light on all critical aspects of the examination pattern, marking scheme, question types, and related guidelines, enabling stakeholders to approach the exam confidently and efficiently.

Overview of Class XI English Core Examination Specifications

The Class XI English Core examination is designed to assess students' proficiency in language skills—listening, speaking, reading, and writing—as well as their understanding of literature. The examination pattern is structured to evaluate both core language competencies and literary appreciation, aligning with the curriculum prescribed by the Central Board of Secondary Education (CBSE) or equivalent educational boards.

The examination typically spans 80 marks for the written component and 20 marks for internal

assessment or project work, depending on the specific school or board guidelines. The total duration for the written examination is usually 3 hours.

Detailed Breakdown of the Examination Pattern

The structure of the Class XI English Core exam covers various components, each targeting specific skills:

1. Reading Skills (20 marks)

- Objective: To assess comprehension, inference, vocabulary, and contextual understanding.
- Question Types:
 - Unseen passages (both prose and poetry)
 - Multiple-choice questions (MCQs)
 - Short-answer questions
 - Note-making or summary writing (optional depending on the syllabus)

2. Writing Skills (20 marks)

- Objectives: To evaluate students' ability to communicate ideas effectively through different writing formats.
- Question Types:
 - Formal and informal letters
 - Essays
 - Report writing
 - Speech or dialogue writing
 - Notice or advertisement (if included in syllabus)
 - Paragraph or story writing

3. Grammar and Vocabulary (15 marks)

- Focus Areas:
 - Tenses
 - Articles
 - Prepositions
 - Conjunctions
 - Word formation
 - Synonyms and antonyms

- Voice and speech (active/passive)
- Direct and indirect speech

4. Literature (25 marks)

- Content: Based on prescribed texts, which typically include:
 - Prose chapters
 - Poetry
- Question Types:
 - Short answer questions (explanation, theme, character analysis)
 - Long answer questions (literary analysis, critical appreciation)
 - Extract-based questions
 - Character sketches
 - Theme and message identification

5. Internal Assessment (20 marks)

- Components: Class participation, project work, oral activities, and periodic tests.
- Evaluation: Continuous assessment by teachers throughout the academic year.

Question Format and Pattern

The examination paper is designed to test a variety of question formats to ensure comprehensive evaluation:

Multiple Choice Questions (MCQs)

- Typically found in the reading section.
- Focus on comprehension and vocabulary.
- Usually 4 options per question.

Short Answer Questions

- Require concise responses (usually 30-50 words).
- Cover comprehension, grammar, and literary concepts.

Long Answer Questions

- Require detailed responses (100-150 words).
- Often involve explanation, analysis, or interpretation.

Extract-Based Questions

- Based on passages or poetry extracts.
- Test comprehension, vocabulary, and analytical skills.

Essay/Creative Writing

- Students may be asked to write essays, stories, or letters.
- Emphasizes originality, coherence, and language control.

Marking Scheme and Evaluation Criteria

The marking scheme emphasizes clarity, coherence, grammatical accuracy, and depth of understanding. Roughly, the distribution is as follows:

- Reading Skills: 20%
- Writing Skills: 20%
- Grammar and Vocabulary: 15%
- Literature: 25%
- Internal Assessment: 20%

Each section has specific criteria:

- Content Accuracy: Correctness of information and relevance.
- Language Use: Grammar, vocabulary, sentence structure.
- Presentation: Neatness, organization, legibility.
- Creativity and Originality: Especially in writing tasks.

Preparation Tips for Students

To excel in the Class XI English Core exam, students should adhere to a structured preparation plan:

1. Understand the Syllabus Thoroughly

- Focus on prescribed texts, grammar topics, and question formats.
- Clarify the weightage of different sections.

2. Practice Regularly

- Solve past question papers and sample papers.
- Practice comprehension passages and literary extracts.
- Write essays, letters, and reports to build confidence.

3. Improve Vocabulary and Grammar

- Use vocabulary notebooks.
- Revise grammar rules regularly.
- Engage in language exercises.

4. Develop Reading Habits

- Read newspapers, magazines, and literature.
- Practice extracting main ideas and themes.

5. Focus on Literary Appreciation

- Analyze character development, themes, and poetic devices.
- Memorize important quotes and summaries.

6. Seek Feedback and Clarifications

- Attend classes actively.
- Request feedback on writing and comprehension skills.

Guidelines for Teachers and Examiners

Effective evaluation hinges on transparent and standardized criteria:

- Use detailed marking rubrics for subjective answers.

- Ensure consistency in assessing comprehension and literary analysis.
- Provide constructive feedback to guide student improvement.
- Conduct regular training on evaluation standards.

Common Challenges and How to Overcome Them

- Time Management: Practice solving papers within the time limit.
- Language Fluency: Engage in daily speaking and writing activities.
- Understanding Literary Texts: Read critically and discuss themes.
- Vocabulary Building: Use new words in context regularly.
- Exam Anxiety: Prepare systematically and practice relaxation techniques.

Conclusion

The examination specifications for Class XI English Core are meticulously designed to evaluate a student's overall language proficiency and literary understanding. By familiarizing themselves with the pattern, practicing consistently, and focusing on core skills, students can approach their exams with confidence. Teachers and examiners, on their part, need to adhere to the evaluation criteria to ensure fairness and encourage a love for the language and literature.

Achieving excellence in English Core not only helps in academic success but also nurtures essential communication skills vital for future pursuits. A strategic approach, grounded in understanding the detailed specifications, is the key to mastering the subject and excelling in the examination.

In summary, a thorough grasp of the Class XI English Core examination specifications provides a roadmap for effective preparation and evaluation. Emphasizing practice, understanding, and application ensures that students develop both competence and confidence to excel in their assessments.

QuestionAnswer What are the main components of the Class XI English Core examination specifications? The main components include reading comprehension, writing skills (such as essays, letters, and reports), grammar, vocabulary, and literature-based questions covering prescribed texts. How many marks is the Class XI English Core exam typically allocated? The examination is generally allocated 80 marks for theory and 20 marks for internal assessment, totaling 100 marks, though specific distributions may vary by board. What is the duration of the Class XI English Core examination? The exam duration is usually 3 hours, allowing students sufficient time to complete all sections thoroughly. Which literary texts are included in the Class XI English Core syllabus? The syllabus typically includes prescribed texts like 'First Flight' and 'Footprints without Feet,' along with poems, prose, and supplementary literature as specified by the respective board. Are there any specific writing skills emphasized in the Class XI English Core

exam? Yes, students are expected to demonstrate skills in essay writing, letter writing, précis writing, story writing, and report writing, among others. What are the key tips for preparing for the Class XI English Core examination? Focus on understanding the texts thoroughly, practice writing different types of essays, improve grammar and vocabulary, solve previous years' question papers, and stay updated with the exam pattern and specifications. Where can students find the official examination specifications for Class XI English Core? Students can access the official specifications on the respective educational board's website, such as CBSE, ICSE, or state boards, which provide detailed guidelines and syllabus updates.

Related keywords: class xi english core exam pattern, class xi english core syllabus, class xi english core marking scheme, class xi english core question paper, class xi english core assessment criteria, class xi english core exam guidelines, class xi english core curriculum, class xi english core practice tests, class xi english core examination format, class xi english core grading rubric

SOMALILAND EXAMINATION BOARD 2013

Somaliland Examination Board 2013

The Somaliland Examination Board 2013 was a significant milestone in the educational landscape of Somaliland, marking a period of academic assessment, curriculum development, and educational reform. As the primary authority responsible for overseeing secondary education examinations in Somaliland, the board's activities in 2013 reflect its commitment to ensuring quality education, standardized assessment procedures, and the preparation of students for future academic and professional pursuits. This comprehensive overview explores the key aspects of the Somaliland Examination Board 2013, including its structure, examination processes, challenges faced, achievements, and the impact on Somaliland's education system.

Overview of the Somaliland Examination Board

Establishment and Mandate

The Somaliland Examination Board was established to administer public examinations at various levels of secondary education, including the Somaliland Certificate of Secondary Education (SCSE). Its primary mandate is to:

- Develop and implement examination policies and standards

- Design and evaluate examination papers
- Ensure fairness, transparency, and integrity in the examination process
- Provide accurate and timely assessment results to students and stakeholders

Organizational Structure

The board operates under a structured hierarchy to effectively manage its responsibilities:

- Board of Directors: Provides strategic oversight and policy guidance
- Examination Department: Handles exam design, administration, and grading
- Research and Development Unit: Focuses on curriculum alignment and assessment innovations
- Administrative Staff: Manages logistics, communication, and support services

Key Activities of the Somaliland Examination Board in 2013

Examination Preparation and Curriculum Alignment

In 2013, the board concentrated on refining the examination content to better align with the national curriculum and educational goals. Efforts included:

- Updating question banks to reflect current academic standards
- Training examiners and teachers on grading and assessment criteria
- Implementing new assessment methodologies to improve evaluation accuracy

Examination Administration

The 2013 examination cycle involved meticulous planning and execution:

- Registration of candidates across Somaliland's regions
- Distribution of examination papers to designated centers
- Supervision of exams by trained invigilators to ensure integrity
- Collection and secure transportation of answer scripts for grading

Grading and Results Processing

Post-examination, the board focused on:

- Carefully grading answer scripts based on standardized rubrics
- Implementing quality checks to prevent errors
- Calculating and compiling results for each candidate and school
- Preparing official transcripts and certificates for successful students

Results Announcement and Certification

In 2013, the Somaliland Examination Board adopted efficient communication channels:

- Publishing results on official websites and local media outlets
- Distributing certificates to students through schools
- Providing feedback sessions for educators and stakeholders

Challenges Faced by the Somaliland Examination Board in 2013

Despite its achievements, the board encountered several challenges:

- Logistical Constraints: Difficulties in distributing examination materials across remote regions
- Resource Limitations: Insufficient funding to upgrade examination infrastructure
- Security Concerns: Ensuring exam security in conflict-prone areas
- Capacity Building: Need for continuous training of examiners and invigilators
- Technological Gaps: Limited use of digital tools for exam management and result dissemination

Achievements and Impact of the 2013 Examination Cycle

Enhanced Examination Standards

The 2013 cycle marked a move toward more rigorous assessment standards, which contributed to:

- Higher credibility of examination results
- Improved student preparedness for higher education
- Increased trust among parents and educators in the examination system

Curriculum and Assessment Improvements

The board's focus on aligning exams with the curriculum helped:

- Identify areas where teaching methods needed enhancement
- Guide curriculum developers to focus on core competencies
- Encourage schools to adopt better teaching and learning strategies

Strengthening Institutional Capacity

Through training sessions and workshops, the board enhanced the skills of personnel involved in examination processes, leading to:

- More consistent grading practices
- Reduced examination malpractice
- Better data management and reporting systems

Future Outlook and Recommendations

Building on the successes and lessons of 2013, several recommendations can be made to further strengthen Somaliland's examination system:

- Invest in technological infrastructure to automate exam management processes
- Enhance security measures to prevent cheating and fraud
- Increase capacity-building programs for examiners and invigilators
- Expand outreach to rural and underserved regions to ensure equitable access
- Develop continuous feedback mechanisms from stakeholders to refine examination policies

Conclusion

The Somaliland Examination Board 2013 played a pivotal role in shaping the educational assessment landscape of Somaliland. Its efforts in standardizing exams, improving quality control, and fostering transparency contributed significantly to elevating the credibility of Somaliland's secondary education system. While challenges persisted, the achievements of 2013 laid a solid foundation for future reforms and innovations. Continued commitment to capacity building, technological integration, and stakeholder engagement will be crucial in advancing Somaliland's educational objectives and ensuring that its students are well-prepared for the demands of the modern world.

Somaliland Examination Board 2013: A Comprehensive Overview of the Year's Academic Milestones and Challenges

Introduction

Somaliland Examination Board 2013 marked a significant chapter in the region's educational history, reflecting both the strides made in academic assessment and the ongoing challenges faced by Somaliland's educational institutions. As the autonomous region continued to develop its educational infrastructure and uphold its commitment to quality education, the 2013 examination cycle provided insights into the effectiveness of reforms, the preparedness of students, and the overall progress of the nation's examination system. This article explores the key aspects of the Somaliland Examination Board's activities in 2013, examining its structure, examination processes, outcomes, and the broader implications for Somaliland's educational development.

The Role and Structure of the Somaliland Examination Board

Establishment and Mandate

The Somaliland Examination Board, established as a pivotal institution overseeing secondary school assessments, operates under the Ministry of Education and Higher Education. Its primary mandate is to organize, administer, and grade national examinations for secondary school students, ensuring standardization, fairness, and transparency across Somaliland's diverse educational institutions.

By 2013, the Board had evolved into a semi-autonomous body with a clear focus on improving assessment standards, introducing innovative examination methods, and aligning with international best practices. Its responsibilities include setting exam syllabi, preparing question papers, coordinating logistics, and overseeing grading processes.

Organizational Structure

The Board's organizational framework is designed to facilitate efficient examination management:

- Executive Committee: Responsible for policy formulation, strategic planning, and oversight.
- Examinations Department: Handles question paper preparation, printing, and distribution.
- Administration and Logistics Unit: Manages logistics, security, and logistical arrangements.
- Grading and Results Department: Oversees marking, standardization, and publication of results.
- Quality Assurance and Monitoring: Ensures adherence to standards and monitors exam integrity.

This structure aimed to streamline operations, minimize irregularities, and boost stakeholder confidence in the examination process.

The 2013 Examination Cycle: Key Features and Innovations

Exam Subjects and Structure

In 2013, the Somaliland Examination Board administered assessments across core disciplines, including:

- Mathematics
- Sciences (Physics, Chemistry, Biology)
- Languages (Somali, English, Arabic)
- Social Studies (History, Geography)
- Religious Studies

The exams were structured into multiple-choice questions, essay questions, practical assessments (for sciences), and oral examinations (particularly for languages). This multidimensional approach aimed to evaluate students' knowledge comprehensively.

Syllabi and Curriculum Alignment

A notable feature of the 2013 exams was the emphasis on curriculum alignment. The Board collaborated with curriculum developers to ensure exam content reflected current syllabi, which had undergone revisions to incorporate contemporary topics and pedagogical approaches. This alignment aimed to:

- Enhance students' readiness for higher education and employment.
- Ensure fairness across different schools and regions.
- Promote curriculum reforms initiated in the preceding years.

Security Measures and Integrity

Given concerns about exam malpractice, the Board implemented stringent security protocols in 2013:

- Sealed question papers transported under tight security.
- Examination centers monitored by trained invigilators.
- Randomized seating arrangements to prevent collusion.
- Use of secure examination centers with minimal external interference.

These measures were critical in safeguarding the credibility of the results.

Student Performance and Results in 2013

Overall Performance Trends

The 2013 results revealed a mixed picture:

- Pass Rates: Approximately 70% of candidates passed their exams, marking a slight increase from previous years.
- Top Performers: Certain regions and schools showed remarkable performance, reflecting the success of targeted educational interventions.
- Subject-wise Performance: Students generally excelled in languages but faced challenges in sciences, highlighting areas for curriculum enhancement.

Regional Disparities

Data indicated disparities between urban and rural regions:

- Urban centers, such as Hargeisa, exhibited higher pass rates and better exam preparedness.
- Rural areas faced infrastructural challenges, affecting exam administration and student performance.

Gender Differences

Analysis pointed to gender disparities, with female students performing slightly better in language subjects but lagging in sciences. These trends underscored the need for gender-sensitive educational policies.

Challenges Faced by the Somaliland Examination Board in 2013

Despite progress, the 2013 examination cycle was not without hurdles:

- Resource Constraints: Limited funding affected printing quality, logistics, and examiner training.
- Infrastructure Issues: Many examination centers lacked adequate facilities, especially in remote areas.
- Irregularities and Malpractice: Attempts at cheating and collusion persisted, demanding continuous vigilance.
- Teacher and Examiner Training: The need for ongoing professional development was evident, especially in newer assessment techniques.
- Data Management: Handling large volumes of exam data required improved systems; in some cases, delays in result publication occurred.

Addressing these challenges remained a priority for the Board and policymakers.

Broader Implications for Somaliland's Education System

Educational Development Goals

The 2013 examination results and processes contributed to Somaliland's broader educational development goals, including:

- Enhancing access to quality secondary education.
- Promoting equitable assessment standards across regions.
- Preparing students for higher education and vocational opportunities.

Feedback Loop for Curriculum and Policy Reforms

Assessment outcomes provided vital feedback for curriculum developers and policymakers, guiding reforms aimed at:

- Updating syllabi to meet modern demands.
- Introducing new examination formats, such as continuous assessment.
- Strengthening teacher training programs.

Building International Credibility

Efforts to improve examination integrity and standards fed into Somaliland's aspirations for international recognition of its educational credentials, facilitating student mobility and higher education collaborations.

Future Outlook and Recommendations

Looking beyond 2013, the Somaliland Examination Board has several avenues for growth:

- Technological Integration: Implementing digital examination systems to streamline processes and reduce malpractice.
- Capacity Building: Investing in examiner training and infrastructural upgrades.
- Data Management: Developing robust data systems for real-time monitoring and analysis.
- Community Engagement: Raising awareness among parents, teachers, and students about examination standards and ethics.

- Partnerships: Collaborating with international organizations for technical support and capacity enhancement.

By focusing on these areas, Somaliland aims to bolster its examination system's credibility, reliability, and fairness.

Conclusion

The Somaliland Examination Board 2013 exemplifies a critical phase of educational assessment development within the region. While achievements like increased pass rates and curriculum alignment highlight progress, persistent challenges underscore the need for continued reform and investment. As Somaliland navigates its educational journey, the lessons learned from the 2013 examination cycle serve as valuable benchmarks for future growth, ensuring that its youth are well-equipped for the demands of the modern world.

Question What were the main examination subjects offered by the Somaliland Examination Board in 2013? In 2013, the Somaliland Examination Board conducted exams in subjects such as Mathematics, Science, Social Studies, Somali Language, English, and Islamic Studies for secondary school students. **Answer** How did students access their 2013 Somaliland Examination results? Students could access their 2013 examination results through official Somaliland Examination Board websites, local schools, or authorized centers, often via online portals or physical result slips. Were there any significant changes in the 2013 Somaliland examination policies compared to previous years? Yes, 2013 saw the introduction of standardized grading systems and improved security measures to prevent exam malpractices, aligning with efforts to enhance exam integrity. What were the pass rates for the Somaliland examinations in 2013? The pass rates in 2013 varied by subject and region, but overall, there was a notable increase in successful candidates compared to previous years, reflecting improved academic performance. How did the Somaliland Examination Board ensure the security and fairness of the 2013 exams? The board implemented strict security protocols, including secure exam centers, CCTV surveillance, standardized question papers, and strict invigilation to promote fairness and prevent cheating. Were there any notable challenges faced by students or the Somaliland Examination Board in 2013? Some challenges included logistical issues in remote areas, resource limitations, and occasional exam paper leaks, which prompted the board to reinforce security and logistical measures. How did the 2013 Somaliland examinations impact students' higher education opportunities? The results from 2013 played a crucial role in university admissions and scholarships, with higher-performing students gaining access to further education both locally and abroad. What preparations did the Somaliland Examination Board undertake for the 2013 exams? Preparations included printing and securing exam papers, training invigilators, setting up examination centers, and conducting awareness campaigns to ensure smooth administration. Where can I find historical data or records of the 2013 Somaliland Examination Board results? Historical records and results from 2013 can be accessed through the Somaliland Ministry of Education, the Somaliland Examination Board official

website, or local educational institutions' archives.

Related keywords: Somaliland Examination Board, 2013 exams, Somaliland education, Somaliland secondary exams, Somaliland certification, Somaliland exam results 2013, Somaliland academic standards, Somaliland curriculum 2013, Somaliland grading system, Somaliland exam procedures

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