

APPROVED
Senior Vice-President
of the Russian Geographical Society

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«_____»_____ 2020

PROVISION

**of the Annual International Educational Campaign
"Geographical Dictation"**

Moscow, 2020

1. General provisions

- 1.1. The present Provision defines the order and conditions of holding the annual international educational campaign "Geographical Dictation" (hereinafter – the Dictation).
- 1.2. The Organizer of the Dictation is the All-Russian Public Organization "Russian Geographical Society" (hereinafter – RGS, the Society).
- 1.3. The general management of preparation, carrying out and composing the results of the Dictation is carried out by the Organizing Committee; operational management is held by the Working Group. The structures of the Organizing Committee and the Working Group are formed of the list of representatives of the RGS, partnering organizations and executing organizations.
- 1.4. Questions for the Dictation are composed by group of authors which is formed by the Working group from the representatives of profile educational, scientific institutions and from the representatives of specialized organizations having the relevant experience of intellectual games development.
- 1.5. Dictation tasks may include questions received as part of the "Write your question for Geographic Dictation" campaign (hereinafter the Action), which took place on the official website of the Russian Geographical Society on the Internet from April 13th to May 10th ,2020.
- 1.6. All tasks of the Dictation, including questions received as part of the Action, are subject to mandatory examination. The composition of the expert commission, formed from professional geographers, is determined by the Working Group. Based on the results of the examination, tasks are corrected if necessary.
- 1.7. Dictation is carried out at the venues in all constituent units of the Russian Federation and in foreign countries.
- 1.8. Information support is given by the international, federal and regional media.
- 1.9. Full information on the Dictation is provided on the website

<http://dictant.rgo.ru> (hereinafter – Dictation's Website).

2. Aims, goals and principles of the Dictation

2.1. Dictation is carried out aiming at promotion of geographical knowledge and increasing the interest to geography of Russia.

2.2. Goals of the Dictation:

- motivation of various strata of population to study the geography of the native land, the knowledge of which is the integral component of the educated people;
- increasing of the interest to Russia and spreading the trustworthy information about Russia abroad;
- providing the opportunity to inhabitants of Russia and citizens of foreign countries to participate in the intellectual competition in geography and to get to know their result;
- drawing the attention of mass media to the issue of promotion of geography.

2.3. Carrying out of the Dictation is based on following principles:

- ***principle of voluntariness*** of participation in the Dictation, its preparation and carrying out;
- ***principle of openness*** – everybody can take part in the Dictation, irrespective of age, education, social set-up, religion and nationality;
- ***principle of availability*** – participation in the Dictation is carried out on the non-repayable basis; each participant of the Dictation is provided with the writing form of the Dictation and with the task form of the Dictation; participants are guaranteed to have the check-up of their Dictation results and to obtain the results in case of having the Individual Identification Number and the QR-code which are provided during the participation of the Dictation;
- ***principle of anonymity*** – participants of the Dictation do not enter their names;
- ***principle of competence*** – experts in the field of geography and creation of intellectual games participate in preparation of questions of the Dictation and in check-up of works;
- ***principle of unity of time, the order of writing and check-up criteria*** – the Dictation is carried out at one day at the same (local) time in all constituent

units of the Russian Federation and in the foreign countries; participants of the Dictation get equal time for performance of the tasks; all tasks are checked-up and measured by uniform criteria;

– *principle of the barrier-free environment* – participation on the Dictation is available for physically challenged people, sight-disabled persons.

3. Participants of the Dictation

- 3.1. Residents of Russia or foreign countries with the knowledge of Russian/English, irrespective of age, education, social accessory, religion and nationality can participate in the Dictation.
- 3.2. Participation in the Dictation is possible irrespectively of the participant's residence via addressing any venue of the Dictation. The address of the nearby venue can be found on the Dictation's Website.

4. Venues of the Dictation

- 4.1. Any organizations in Russia or foreign countries including organizations of general education, organizations of professional education, educational organizations of higher education, scientific, public organizations, regional offices of the Russian Geographical Society, RGS Centers abroad, Russian Centers of Science and Culture abroad and others may perform as the venues for the Dictation.
- 4.2. The venue of the Dictation is subject to obligatory registration on the Dictation Website within the specified registration timeframes. Registration of the venue after the specified timeframes is not allowed. Following the registration on the Dictation's Website the Application Form of the venue needs to be filled out via Personal account page. After registration the Application Form will be checked-up by the Organizer and published on the Dictation's Website in case of no additional demands.
- 4.3. Whenever possible the venue of the Dictation organizes barrier-free entrance for disabled people: availability of special elevators / ramps, availability of elevators, wide doors; information in the appropriate form for the disabled people, admission of sign language interpreter, admission of a seeing-eye dog and other conditions of availability of the venue. Information on availability of such venues is to be specified in the Application Form.

- 4.4. Specialized venues or specialized rooms for sight-disabled persons can be equipped on the venues of the Dictation. In this case the special variant of the Dictation for sight-disabled persons is to be provided to responsible managers of the venue. Information on availability of the venues for sight-disabled people is to be published on the Dictation's Website in the section "Geography of Dictation".
- 4.5. The Head of the organization responsible for the Dictation serves as the Head of the venue. Person appointed by the Head of the venue to be responsible for the carrying out of the Dictation serves as the Responsible manager of the venue.
- 4.6. At the time of preparation for the Dictation venues receive the full information, advisory and methodical assistance, and the access to all necessary documents in Russian and English language on the Personal account page: to the writing forms of the Dictation, to the instruction for carrying out the Dictation; to composing official banners and following the design style of the event; to the task forms of the Dictation, to the presentation materials to display on the screen and to the scenario plan of the Dictation.
- 4.7. The venue undertakes obligations for the organization and carrying out the Dictation, including:
- providing the participants of the Dictation with equipped rooms with seats, screen projector unit and other equipment for demonstration of tasks of the Dictation;
 - printing out the Dictation writing forms according to the amount of persons who wish to participate in the Dictation and according to the seat capacity of the venue;
 - printing out the Certificate of participation in the Dictation according to the seats amount and providing participants with these Certificates right after participating in the event;
 - printing out the Dictation task forms according to the amount of persons who wish to participate in the Dictation and according to the seat capacity of the venue;
 - providing participants of the Dictation with pens or pencils (whenever possible);
 - involving of specialists in geography, teaching staff and celebrities among travelers, writers, public persons, actors, journalists, TV presenters, politicians (whenever possible) to the reading out of the Dictation tasks;
 - carrying out photo and/or video shooting of the Dictation (whenever possible);

- organization of the educational and (or) entertainment program promoting the spread of geographical knowledge and cultivation of the interest to geography, educational tourism, environmental protection and other areas on the day of the Dictation;
- scanning and uploading of the copies of the filled out Dictation forms on the Dictation’s Website;
- providing photos and short information report on carrying out the Dictation.

- 4.8. Operation of scientific, educational, public and other organizations as the venue of the Dictation is carried out on a voluntary and free-of-charge basis. Volunteers may be involved for assistance when relevant. Expenses on printing out forms, stationery acquisition, use of office equipment and rooms are covered by the organization hosting the Dictation.
- 4.9. Head of the venue is responsible for observation of the principles and the order of the Dictation. In case of discovering of violation of the principles and the order of the Dictation, Organizer of the Dictation reserves the right:
- to expulse the underperforming venue from the list of venues of current year (with nullification of the Dictation’s results on specified venue) and to prohibit the participation of this venue in the Dictation of 2020;
 - to publish the information about the unconscientious performance of conditions of carrying out of Dictation by the Head of the venue.

5. Organization and carrying out of the Dictation

- 5.1. Dictation is carried out within one day in all constituent units of the Russian Federation and in foreign countries. Date and time of the Dictation and other important dates are specified in Stipulation 6 of the present Provision.
- 5.2. Dictation consists of four variants:
- 1) variant for carrying out the Dictation on the territory of the Russian Federation and foreign countries in the Russian and English languages;
 - 2) variant in the Russian and English languages for sight-disabled people;
 - 3) one variant for online Dictation in the Russian and English languages;
 - 4) one variant for demonstration in the Russian and English languages.

All variants of the Dictation are identical on degree of complexity.

- 5.3. The tasks of the Dictation consist of closed-ended questions, including the tasks for setting a right order, the choice of excess option from the group, the

match making and other tasks, developed on the basis of general and secondary educational programs for geography in the Russian Federation.

- 5.4. Variant of the Dictation consists of 40 questions, divided into two parts depending on the degree of complexity. The first part (10 questions) of basic level (“geographical training”) is prepared on the basis of well-known geographical facts, the second part (30 questions) demands to apply figurative thinking, system logic and erudition.
- 5.5. Dichotomous system (0/1) is to be applied for estimating of the results of each variant of the Dictation. For each correct answer a participant gets 1 point, for wrong answer – 0 points. There can be only one correct answer to each question.
- 5.6. Each participant of the Dictation receives two results. For the first part – in the form of score (the number of points) and the short review estimating level of competence in the set limits (0-5, 6-10 correct answers). For the second part – in the form of score (the number of points). The maximum score for the second part is 30 points.
- 5.7. The Dictation is carried out in the Russian and English languages. The Dictation may also be carried out in the official language of the hosting country upon the condition of translation of the tasks of the Dictation on a voluntary basis.
- 5.8. For preventing informational dissemination each venue appoints the person responsible for non-disclosure of information concerning the contents of the Dictation prior to the start of the Dictation.
- 5.9. Each participant receives the printed form for writing of the Dictation, the printed form with tasks of the Dictation and oral instruction for filling out the form before the start of the Dictation. Performing time of completion of the tasks is no longer than 45 minutes. The general time of carrying out of the Dictation, including instructing of participants is 60 minutes.
- 5.10. Each participant gets the form for writing of the Dictation with the Individual Identification number and QR-code. The number and QR-code are also duplicated in the additional sheet which remains with the participant. Using the Identification number and QR-code the participant will be able to check their result on the Dictation’s Website. The order of assignment of individual identification numbers and QR-codes is specified in the instruction for carrying out of the Dictation.
- 5.11. Participants of the Dictation are recommended to perform tasks individually, without assistance and use of external sources of information. For sight-disabled persons technical assistance of volunteers is possible.

- 5.12. Venues scan the completed and handed over writing forms of the Dictation; scanned forms are uploaded in the Personal account page in the time limits mentioned in Stipulation 6 of the present Provision.
- 5.13. The venues are responsible for the transfer of the forms completed by the participants to the Dictation Organizer.
- 5.14. Handed over writing forms of the Dictation may not be reviewed and returned to participants. The appeal is not available.
- 5.15. The participant bears responsibility for correct filling of the form. In case of incorrect filling of the form the results of the Dictation are subject to annulment.
- 5.16. Results of the Dictation by individual participants (according to individual identification numbers and QR-codes) as well as the correct answers to the tasks of the Dictation are published on Dictation's Website in the terms specified in Stipulation 6 of the present Provision.
- 5.17. Individuals, who are not able to take part in the Dictation writing at the venue, have the opportunity to write the Dictation online.
- 5.18. Access to online writing on the Dictation's website opens on the day of the Dictation at 14:00 Moscow time.
- 5.19. Straight after the finishing of online Dictation participant is provided with the results.
- 5.20. Each venue participating in the Dictation receives Letter of Appreciation addressed to the Head of the venue and the Manager of the venue. The Letters of Appreciation are to be found in personal accounts only after the Dictation Organizers have checked the correctness and approved the forms filled out by participants.
- 5.21. Each participant of the Dictation is provided with Certificate of participation at the venue of the Dictation right after the Dictation. Layouts of Certificates are provided in personal accounts to each venue by the Organizers of the Dictation.
- 5.22. The certificate of participation may be given out exclusively at the Dictation venue.
- 5.23. If the participant could not receive the Certificate for some reason, they should apply for its issuance to the venue where they wrote the Dictation.
- 5.24. Each venue that conducts the Dictation is provided with layouts of Appreciation Letters for organizational and volunteer assistance. The Letters

may be found in the personal account and may be issued by the Head and / or the Manager of the venue at their discretion.

5.25. The filled out forms for writing the Dictation are to be stored for the period of 1 year.

5.26. Based on the results of the Dictation, a Statistical Report is generated.

6. Important Dates of the Geographical Dictation – 2020

1. Registration of venues of the Dictation on the official website of the Dictation: **from July 29th till November 20th, 2020.**
2. Providing the venues with the access to the instructions for the conducting of the Dictation on the official website of the Dictation: **August 21st, 2020.**
3. Providing the venues with the access to the form for writing the Dictation, the form of the participant's certificate, video files on the website: **September 30th, 2020.**
4. Providing the venues with the scenario plan of the Dictation: **October 14th, 2020**
5. Providing the venues with the access to forms with dictation tasks, presentations in PowerPoint and video presentations with dictation tasks on the website of the Dictation: starting from **November 23rd, 2020.**
6. Carrying out the Dictation on the venues: **12 pm noon (local time), November 29th, 2020.**
7. Carrying out the Online version of the Dictation on the Website of the Dictation: starting from **2 pm, November 29th till 2 pm, December 6th, 2020 (Moscow time).**
8. Loading by the venues of the scanned participant forms to the Website of the Dictation: **by December 4th, 2020.**
9. Publication of correct answers on the Website of the Dictation: **December 7th, 2020.**
10. Publication of the individual results on the Website of the Dictation: after **January 15th, 2021.**

Dictation Website: <http://dictant.rgo.ru>