Student Manual

SPANISH COURSES AT THE INSTITUTE OF MODERN LANGUAGES

universidad SANJORGE
GRUPO SANVALERO

INSTITUTO DE LENGUAS MODERNAS

Instituto Cervantes
Centro Acreditado

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WELCOME

1.1. USJ

San Jorge University is a friendly, young, modern university just outside Zaragoza, in the municipality of Villanueva de Gállego. Here you'll find a campus surrounded by nature with new facilities, great atmosphere, and many opportunities to learn, grow, and enjoy your international experience.
USJ offers bachelor's degrees and master's degrees in fields such as Health, Communications, Business, Education, Architecture, and Technology with small class sizes and very friendly lecturers. It promotes practical learning, innovation, and direct contact with the professional world.

1.1.1. Directions

We're 15 km north of Zaragoza. It's a calm environment, surrounded by nature, perfect for studying and enjoying university life.

USJ is easy to get to from Zaragoza and Huesca:

By bus:
San Jorge University Transport

- Sign up at bus.usj.es
- Download the *USJ Community* app.
- Validate your journey on the app.

Do you know which stop is closest? Find it on the transport section of the website or by clicking here.

Special needs? Write us at serviciotransporte@usj.es. Our fleet is accessible!

Public transit: Check schedules and stops here.

By car:
In your own car:

- From Zaragoza: 15-20 minutes. Take the A-23 toward Huesca. Exit at km 299 toward Villanueva de Gállego. The campus is well marked and has free parking.
- From Huesca: 45 minutes. Take the A-23 toward Zaragoza. Take exit 299 and follow the signs to campus.

Carpool: Use the **Tribbu** app on *Android* or *iOS* to plan inexpensive, sustainable trips to campus.

- Find fellow students nearby to share the journey and new experiences.
- Enjoy the trip and make the most of exclusive USJ discounts and prizes.

1.1.2. Campus

1. SCHOOL OF ARCHITECTURE AND TECHNOLOGY
2. STUDENT BUILDING
3. FACULTY OF COMMUNICATION AND SOCIAL SCIENCES
4. ADMINISTRATION BUILDING
5. SPORTS CAMPUS
6. FACULTY OF HEALTH SCIENCES

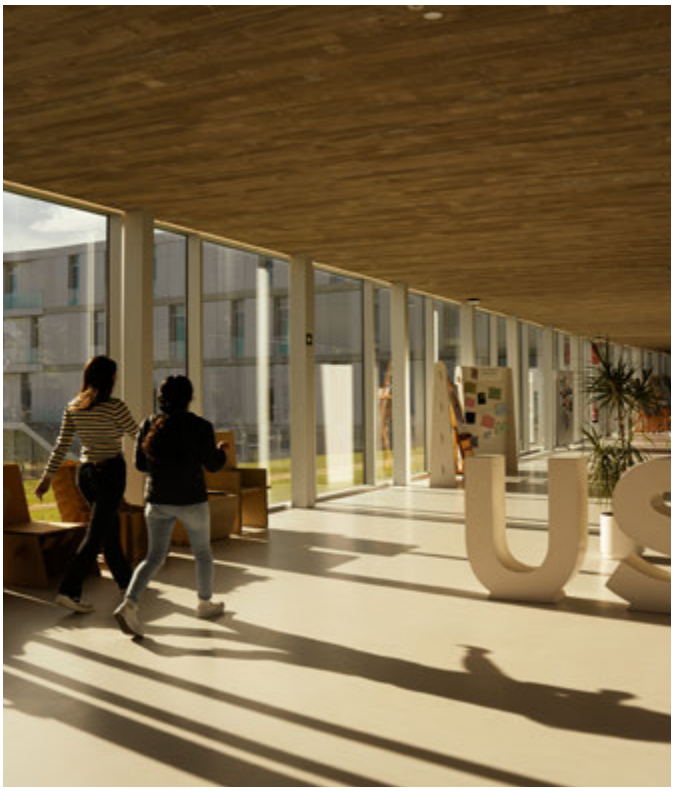
1.2 The Institute of Modern Languages

The Institute of Modern Languages is a multidisciplinary center at San Jorge University. Created in 2007, its mission is to develop, coordinate, and supervise foreign language learning and level certificates for the USJ community.

We have been offering Spanish as a foreign language since the center was founded in 2007 to help you develop your communication skills in Spanish to meet your needs effectively and practically.

Our teaching team has specific training and extensive experience teaching Spanish as a foreign language at a variety of levels and in a variety of contexts. We are highly qualified and committed to quality teaching, innovation, and guiding each student. Learn more about us on our website https://usj.es/ilm

Our methodology is based on a practical, communicative approach, fostering dynamic and collaborative learning.



We have also been administering Spanish as a Foreign Language Certificate (DELE) exams since 2013 and we have been working with the NGO ACCEM since 2019 giving Spanish classes to support its users' integration and psychosocial wellness.

At the Institute of Modern Languages, we are constantly growing, with the goal of becoming a benchmark in Spanish language and culture teaching, thereby supporting San Jorge University's strategic plan for international recognition.

We are on the ground floor of the Student Hub, quite close to other student services such as the Academic Registry, the Library, the International Office, the Learning Space, and other shared leisure and break spaces.

ACADEMIC OFFERING

If you're an international student or a USJ student whose native language is not Spanish, this is for you.
We offer Spanish as a foreign language and Spanish culture courses every semester at levels ranging from Common European Framework of Reference for Languages (CEFR) levels A1 to C1

2.1. Spanish Courses for Exchange Students.

Semester 1	Semester 2
A1 Spanish (S1) 75 h	A1 Spanish (S2) 75 h
A2 Spanish (S1) 75 h	A2 Spanish (S2) 75 h
B1 Spanish (S1) 75 h	B1 Spanish (S2) 75 h
B2-C1 Spanish (S1) 75 h	B2-C1 Spanish (S2) 75 h

- Free courses
- Around 75 % of hours in on-site classes and 25 % of hours on independent work
- 3 ECTS credits if you pass the course's exams and assessment tasks

If it's your first time studying Spanish, register for A1 Spanish. If you've studied Spanish before, take the level test before registering so you can be placed in the right group and ensure you'll make the most of your time at USJ.

- Semester 1 level test > Friday 9/12, room T202 Building 2 Health Sciences Department, 1:00 pm–2:30 pm
- Semester 2 level test > Friday 2/6, room T202 Building 2 Health Sciences Department, 1:00 pm–2:30 pm

The level test takes about an hour and a half and consists of two parts: a multiple-choice test of 100 questions that gets progressively more difficult and a writing task with two options to choose from.

After the test, we'll send you an email with the results and more information to register.

If you're going to spend the full academic year at USJ, this is the itinerary we recommend:

Semester 1		Semester 2
		Spanish A1 75 h
Spanish A1 75 h	▶	Spanish A2 75 h
Spanish A2 75 h	▶	Spanish B1 75 h
Spanish B1 75 h	▶	Spanish B2-C1 75 h
Spanish B2-C1 75 h		

You don't need to retake the level test in order to sign up for a higher level in semester 2, you simply need to have passed the assessments the previous semester.

Our classes are 1 hour and 40 minutes long, twice per week at a variety of locations on campus.
On the first day of class your lecturer will provide the Course Guide, University Teaching Platform (PDU), and other details on how the course will run

At the end of the course, once you've passed your assessments, you'll receive a notification email to download your course certificate. It contains the following information: duration, dates, level, corresponding credits, qualitative grade (pass/fail), and quantitative grade.

Enjoy the course!

2.2. Spanish for Health Sciences Courses

If you've started studying Nursing, Pharmacy, Physical Therapy, Psychology, or Medicine and Spanish is not your native language, you can improve your language skills with these courses.

Semester 1	Semester 2
Spanish for Health Sciences Course Group 1 (S1) 30 h	Spanish for Health Sciences Course Group 1 (S2) 30 h

These courses are ideal if you're at a B1 in Spanish and need to bolster your knowledge and language skills to move toward a B2. They'll also help you use Spanish more fluently and naturally in common situations, especially in academic settings as a Health Sciences student.

Remember that the content of the semester picks up where the first semester left off, but registration is separate between semesters, and you do not have to have registered for semester one to sign up for semester two.

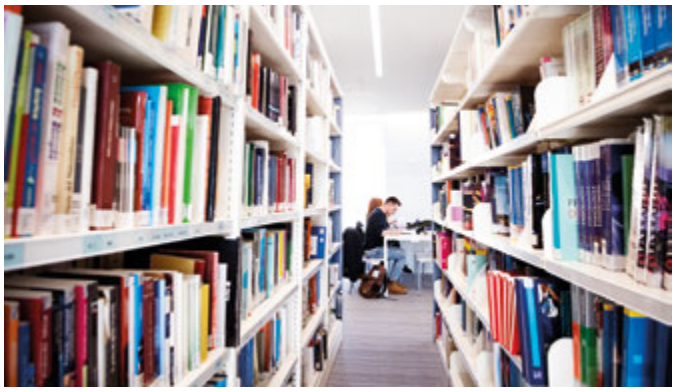
Semester 1	Semester 2
Spanish for Health Sciences Course Group 1 (S1) 30 h ▶	Spanish for Health Sciences Course Group 1 (S2) 30 h

Classes last 1 hour and 40 minutes, one day per week, and take place in the classroom and at the time agreed upon with the Health Sciences Department to facilitate attendance.

On the first day of class your lecturer will provide the Course Guide, University Teaching Platform (PDU), and other details on how the course will run.

At the end of the course, if you've attended at least 80% of classes, you'll receive an email with a notification to download the certificate of completion of the course with the following information: duration, dates, level, and qualitative grade (pass/fail).

Register and don't miss this opportunity to improve your Spanish!

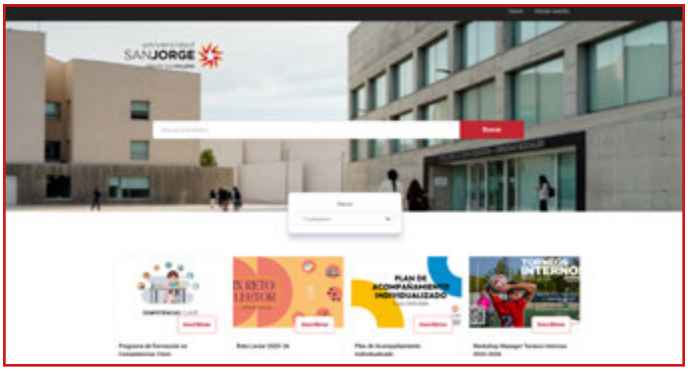


2.3. How to register

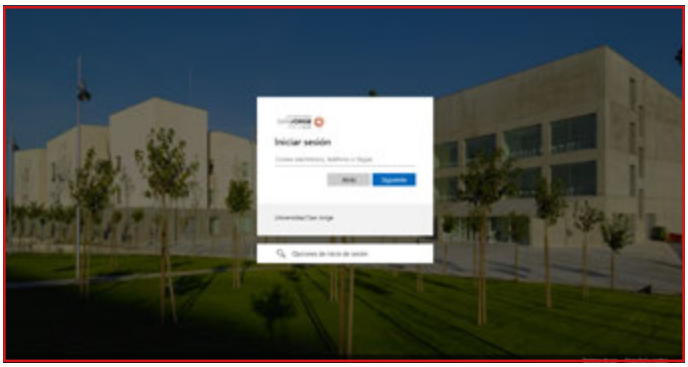
You need to register first to attend our courses. You only need the username and password of your USJ email provided by the International Office.

You can register for any of our courses or activities by following these instructions:

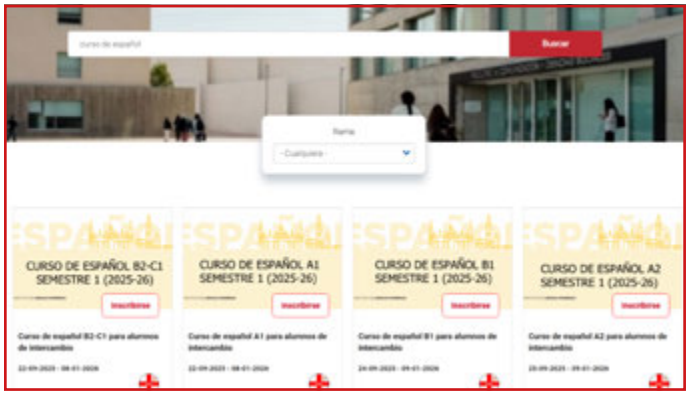
- Go to actividades.usj.es
- Click "Iniciar sesión" (Sign In) on the top righthand corner of the screen.



- Sign in with your username and password.



- You're in. If you can't find the course you're looking for, type its name into the search bar at the top. Select the course you'd like to sign up for and click "Inscribirse" (Register).



- Fill in the form with your details.

You're signed up! A few days before the course starts, you'll receive an email reminder from the Spanish coordinator with the basic information about the course: lecturer, start and end dates, schedule, and classroom.

All that's left is to enjoy the course and practice your Spanish!

Don't know which course to sign up for?

- If it's your first time studying Spanish, you can register for A1 Spanish.
- If you've already taken Spanish, take the level test, and wait for instructions from the Spanish course coordinator to register for the course that best adapts to your needs.

Remember:

- You can't attend classes if you're not registered. If you arrived late or have a special case, get in touch with us via email at ilm@usj.es.
- If you're an exchange student, you don't need to have a Spanish course in your Learning Agreement to register. All are welcome!
- If you can't attend one of the weekly classes because it coincides with one of the classes for your degree, don't worry. Get in touch with your lecturer and tell them about your situation.
- If you'd like to withdraw from a Spanish course, make a request by sending an email to cursosyseminarios@usj.es and write your lecturer to let them know.

2.4. Non-Academic Activities

Cultural Activities

The Institute of Modern Languages offers a variety of free cultural activities for exchange students every year. The schedule adapts to each semester's academic calendar. Some of the activities require registration and a minimum number of participants.

Some of the activities we host over the course of the year are:

- ***Language Exchange***. Free language exchange program for students to practice languages by speaking with native speakers from USJ and other European universities (Cardiff Metropolitan University, University of Central Lancashire, University of Aberystwyth, Philipps-Universität Marburg, and University of Manchester).

  Dates: September to July
  Price: free
  Registration required (no minimum)

- **Language Board Game Day.** For European Day of Languages, exchange students are invited to participate in fun activities like language board games, with a special emphasis on practicing Spanish while allowing interaction in other languages with USJ students.

  Dates: September 25 (Agora-Student Hub, from 12:40 pm to 2:20 pm
  Price: free
  Registration required

- **Europe Week.** The Institute of Modern Languages offers a wide variety of activities centered on European languages and the linguistic wealth on display in the music of the Eurovision Song Contest with special participation from Exchange Students in outdoor competitions and games.

  Dates: Week of May 9 (day and time tbd)
  Price: free
  No registration required

- **Tour of Aljafería Palace:** The palace was once a recreational residence for the monarchs of Al Andalus. It reflects the splendor of the reign of the Taifa at its political and cultural peak. It has served as a fort, royal residence of Aragon, Inquisition headquarters and prison, palace of the Catholic Monarchs, barracks, and, as of 1987, the dazzling seat of the Courts of Aragón.

Dates: October and March (dates and times tbd)
Price: free
Registration required (minimum 8 participants, maximum: 26)

- **Tour of the Ambar brewery**: guided tour of the oldest, still operative brewery in Spain, located in the historic neighborhood of San José in Zaragoza. Over the course of the two-hour tour, students will discover a truly living museum about Spanish brewing. They'll walk through the malthouse dating back to the 1930s, taste and touch ingredients, see the production process firsthand, and, of course, taste the beer.

Dates: November and April (dates tbd, 6:30 pm)
Price: €10 per person
Registration required (minimum 8 participants, maximum: 22)

As a USJ student you can participate in other guided tours through the city of Zaragoza, organized by the International Office as well as other cultural projects run by USJ Culture including workshops, lecture series, art exhibitions, social exhibits, guided tours related to music, theater, film, and literature.

Check our website and talk with your lecturers for up-to-date information on new activities.
If you've got a suggestion for a cultural activity you'd like to do with us, don't hesitate to reach out!

Sports:

In conjunction with the Sports Service, the Institute of Modern Languages offers a variety of free cultural activities for exchange students every year. The schedule adapts to each semester's academic calendar. Some of the activities require registration and a minimum number of participants.

- **Bike Tour of Zaragoza**. Ride around the city, enjoy the atmosphere, and discover the city's most emblematic spaces accompanied by a guide.

Dates: September and January (dates and times tbd)
Price: free
Registration required (minimum 8 participants, maximum: 25)

- **Table Tennis Event for Spanish language students.** This fun event was designed especially for international students looking to meet people, speak Spanish, and play a dynamic and social sport. No experience required: just a desire to play, laugh, and have a good time. You'll be accompanied by the university's Sports Services team, which will help you join in and explain everything you need to know. Language will be no barrier! The Institute of Modern Languages will send you a document with the linguistic resources you need to interact at your level at the event.

Dates: October 20 from 3:00 pm to 5:00 pm
Price: free
Registration required

- **Orienteering Event for Spanish language students.** Want to discover campus, practice your Spanish, and have a little outdoor adventure? This activity is for you! No experience required: just a desire to explore, have a blast, and have a good time with other students. You'll explore various parts of campus in groups or pairs following trails and maps. You'll be accompanied by the university's Sports Service team, which will help you and

explain everything you need to know. Language will be no barrier! The Institute of Modern Languages will send you a document with the linguistic resources you need to interact at your level at the event.

Dates: March (dates and times tbd)
Price: free
Registration required

The USJ Sports Service also offers exchange students the opportunity to enjoy facilities – such as soccer fields, tennis, padel, and volleyball courts, indoor and outdoor pools, gym, guided classes, the fieldhouse, and the pelota court – and participate in a variety of sports competitions and events including internal tournaments, Aragón and Spanish university championships, orienteering races, aquathlon, and the San Silvestre 5k, laser tag, hiking, three-point contest, go-kart races, etc.
Check our website and talk with your lecturers for up-to-date information on new activities.

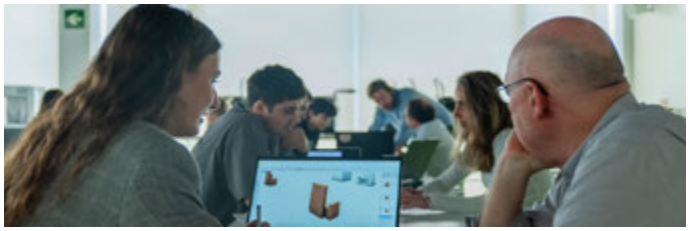
If you've got a suggestion for a sports activity you'd like to do with us, don't hesitate to reach out!

PERSONAL AND SOCIAL GUIDANCE.

Careful with Culture Shock

There's bound to be things that surprise you! Set stereotypes aside and immerse yourself in your new environment. Our experience with Spanish language course students allows us to offer you a few pointers:

- In Spain, people tend to act informally and directly, not just among young people!
- Physical contact (greetings with kisses, being in close proximity) is common. If it makes you feel uncomfortable, just say so.
- Some of your lecturers will ask you to call them "tú." That's a good thing, not all disrespectful.
- People say Spanish people aren't punctual, and that is true sometimes, but punctuality is highly valued, and class times are strict. Careful not to miss the bus!
- Most shops are closed on Sundays, although some supermarkets open every day. There is likely one near your apartment.
- The most common time for lunch is 2:00 pm to 3:00 pm and dinner is usually between 9:00 pm and 11:00 pm. It's hard to book a table at a restaurant at 12:30 pm for lunch and quite easy to book one for dinner at 11:00 pm.
- It will seem like activity stops between 2:00 pm and 5:00 pm. You can make the most of this time to rest and study a bit.
- Classes run all day, from 9:00 am to 8:20 pm. Don't worry. The last bus leaves USJ at 8:30.
- If you are a vegetarian or have an allergy or food intolerance, ask about the ingredients and allergens on the menu at cafés and restaurants.
- Discuss anything that surprises or bothers you with your classmates, friends, and lecturers. Mutual respect and clear communication are the keys to preventing conflict.



A few tips from your Spanish language lecturers:

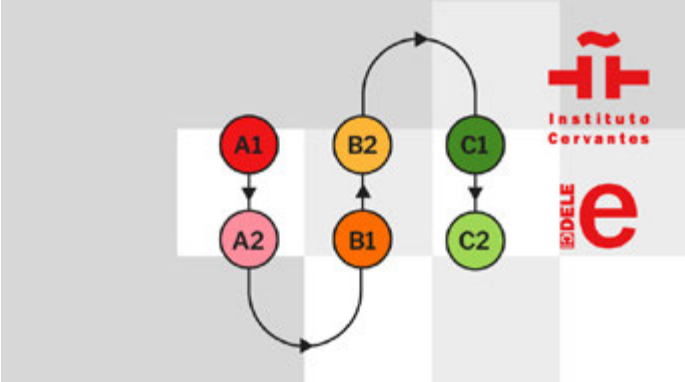
- Participate in class and share ideas with your classmates. Class is a safe space.
- It doesn't matter if you make mistakes. You're learning and mistakes are part of the process.
- Ask your lecturer whenever you have a question and ask for tutoring.
- Look for a classmate who can help you or whom you can help.
- Try to make Spanish friends in your other classes, on campus, in Zaragoza...
- Study a little bit every day. If you're not sure how to best go about it, we're here to help.
- Find a place where you feel at home.
- Sign up for the activities held by the Institute of Modern Languages to learn about and enjoy Spanish culture.
- Practice your Spanish as often as you can: at the supermarket, in the café, waiting for the bus...
- Take note of and share new expressions, curious cultural situations, and misunderstandings.
- Make the most of the resources offered by the Institute of Modern Languages and the university: Language Exchange, language courses, library, theater, Society and Intercultural Service Learning, etc.
- Make the most of your time in Spain to get a Spanish level certificate. Ask your lecturers and learn more here.

OFFICIAL SPANISH CERTIFICATION EXAMS.

Have you considered getting an official certificate for your level of Spanish while you're in Spain? Want to do an internship or work in Spain or another Spanish-speaking country? Prove your Spanish level with the DELE.

What's the DELE?

- It's the Spanish as a Foreign Language Certificate, the only official Spanish language certificate recognized internationally, issued by the prestigious Cervantes Institute.
- It's recognized at universities, educational institutions, companies, and public agencies around the world, making it easy to move for work or study.
- It can help with admission to universities, business schools, getting scholarships, and makes it easier to get visas to study in Spain.
- You choose the level and officially certify your level of Spanish based on the levels of the Common European Framework of Reference for Languages (A1, A2, B1, B2, C1, C2).
- It never expires and is objective proof of your skills, because it assesses what you already know, with real communication tasks.



DELE Exams at the Institute of Modern Languages. There are three exam days set for the A2 DELE in academic year 2025/26.

- Saturday, **November 22, 2025**: A2 (registration deadline: October 08, 2025)
- Saturday, **May 23, 2026**: A2 (registration deadline: April 08, 2026)
- Friday, **July 10, 2026:** A2 (registration deadline: May 13, 2026)

Contact us to learn about DELE Exam dates for other levels.

DELE prep course at Institute of Modern Languages: If you're interested in preparing for the DELE certification exam, speak with your lecturer or get in touch via email at ilm@usj.es

OTHER USJ SERVICES

International Office

The International Office is the international exchange section of San Jorge University responsible for assisting, advising, and guiding foreign students from exchange programs like Erasmus+ and Be-International during and after their stay at San Jorge University.

It is also responsible for providing the Welcome Sessions USJ holds every year in September and January for exchange students. These sessions offer these students their first encounter with Spanish, a tour of campus, as well as information about academic aspects and a presentation about Spanish courses.

The International Office is located in the Student Hub, first floor. It is open Monday to Friday, 9:00 am to 5:30 pm during the school year and during summer break from 8:00 am to 3:00 pm.

international@usj.es

Library

Because reading is another part of your educational journey. Each book provides a different view, an opportunity you won't want to miss.

Here you'll not only find the books you need for your classes, but also fiction, music, board games, and activities like the Reading Challenge, Oscars Week, and more.

To search the catalogue for Spanish as a foreign language resources, use the #ELE tag in the search bar or visit Catálogo ELE in Bibliographic recommendations.

The library also offers digital content. Its staff can provide you with more information. Learning is also exploring. You'll learn something new with each visit to the library.

Visit it on the first floor of the Student Hub, Monday to Friday from 9:00 am to 8:30 pm.

biblioteca@usj.es

@bibliotecausj

Cafés

There are several cafés with healthy menu choices, to-go fare, and dishes designed with the help of our nutritionists. Got an allergy or intolerance? Write to infraestructuras@usj.es.
A few recommendations: Cafetería Salud for something quick on a tray; more elaborate dishes at Rectorado; custom healthy food at *La Huerta de San Jorge* in the Communications and Social Sciences Department; or relax outdoors at the Food Truck.
See the menu of the week and nutrition information on the website.
Prefer bringing food from home? Dining areas are available in the Student Hub (floor -1) and on the ground floor of Faculty of Communications and Social Sciences.

Tech Support

Can't access your email? Having trouble with the virtual campus, Wi-Fi, or software? At USJ, you've got a Tech Support team available to help you resolve any tech incident quickly and effectively.

Head to the Student Hub, floor -1, Monday to Friday from 9:00 am to 5:30 pm, or write tosoporte-si@usj.es.

As a USJ student, you've got free access to Office 365 (Word, Excel, PowerPoint, Teams, etc.) on up to 15 devices, including computers, tablets, and cell phones, and 1 TB of storage on the OneDrive cloud.

soporte-si@usj.es

serviciostic.usj.es/alumnos

Copy Shop

We may live in a digital world, but sometimes paper still saves the day. Want to print out some last-minute notes? Got a project that needs to be bound STAT? Need to scan a document?
Communications and Social Sciences Hall | Mon-Thur 9:30 am–3:00 pm and 4:00 pm–6:00 pm · Fri 9:30 am–2:30 pm

reprografia@usj.es

876 670 083

University Ombudsman

If you need to mediate a conflict or feel your rights are being violated, confidentially contact the University Ombudsman

defensor@usj.es.

Personalized Service

Our students are continuously supported throughout their stay through a variety of services based on their needs. SAENE is the service responsible for offering advising and support for students with special needs. The Guidance Counselling Service (SOAP) offers the guidance necessary to overcome personal, emotional, and academic hardships. Finally, thanks to the University Tutor Action Plan (PAT), all USJ international students have access to a personal tutor who is always available to provide assistance and support on personal, professional, and academic matters.

Accommodations

Although students are responsible for finding their own accommodations, San Jorge University has agreements with a variety of institutions in the city. Students have an array of options, such as:

- Zaragoza Housing
- Xior Zaragoza Residence Hall
- Poppy Rooms
- Zaragoza Inn

Other options include:

- Alojamientos USJ
- www.erasmusplay.com
- www.zaragozaflatshare.com
- www.idealista.com
- www.fotocasa.es
- www.capzaragoza.com
- www.zaragoza.es/ciudad/sectores/jovenes/cipaj/cont/buscaranuncios.htm

Medical Assistance

Medical assistance in Spain is guaranteed for European students with a European Health Insurance Card. Students from outside the European Union must purchase a private insurance policy valid for the duration of their stay in Spain.

Suggestion Inbox

Got an idea or something you think can be improved? Tell us about it at buzon@usj.es.

INFORMATION ON ZARAGOZA PUBLIC SERVICES:

Service	Address	Phone number	Hours	Website
Tourism Offices	Plaza del Pilar, Torreón de la Zuda, Estación Delicias, Aeropuerto	976 201 200 / WhatsApp 606 655 107	10:00–20:00 (varies by office)	zaragozaturismo.es
Emergency Contacts (Public Safety)		112 / 976 721 669	24/7	
Local Police	Avda. de la Policía Local, 2	092 / 976 724 100	08:00–13:30	zaragoza.es/policia
National Police	Pº Teruel, 10 / Plaza Rosales, 24	091 / 976 235 811	09:00–16:00	policia.es
Lost and Found	Avda. de la Policía Local, 2	976 724 127	M-F 08:30–13:30 / Submission 24/7	zaragoza.es/objetos-perdidos
Pharmacies			General hours M-F 9:15 am-1:45 pm/5·pm- 8 pm; Some open Monday to Saturday 9:30 am–9:30 pm	Farmacias de guardia App Farmacias Ahora!
Post Office (Central Branch)	Pº Independencia, 33	976 236 868	M-F 08:30–20:30	correos.es
Radio Taxi Zaragoza	Avda. Cesáreo Alierta, 83	976 42 42 42	24/7	taxizaragoza.com
Zaragoza Tram	Línea 1: Valdespartera - Parque Goya	900 920 700	Weekdays 5:00 am–midnight / Weekends until 1:30 am	tranviasdezaragoza.es
City Bus (Avanza)	36 líneas diurnas / 7 nocturnas	976 900 085 900 923 181	Depends on the line (5:00 am–11:00 pm aprox.)	zaragoza.avanzagrupo.com
Zaragoza Bus Station	Calle Miguel Roca i Junyent, 7 (Zaragoza-Delicias)	976 700 599	Customer Service: 8:00 am–9:00 pm	estacion-zaragoza.es
Train Station (Renge)	Av. de Navarra, 80 (Zaragoza-Delicias)	912 320 320 (Renfe)	Depends on train	renfe.com
Zaragoza Airport	Carretera del Aeropuerto, s/n	976 712 300 976 780 982	Check flight info	aena.es

CLINICS AND HOSPITALS

Hospital/Clinic	Address	Phone number	Hours	Website/Additional Info
Public Health Centers	In each neighborhood	Depends on center	Common hours M-F 8 am–5 pm (some open longer)	www.saludinforma.es
Miguel Servet University Hospital	Pº Isabel La Católica, 1 y 3	976 765 500	08:00–21:30	salud.aragon.es
Lozano Blesa Clinical University Hospital	San Juan Bosco, 15	976 765 000	ER 24/7	salud.aragon.es
Quirónsalud Zaragoza Hospital	Avda. Gómez Laguna, 159	976 720 000	ER 24/7	quironsalud.es
Quirónsalud Zaragoza Outpatient Hospital	Avda. Gómez Laguna, 82	976 579 000	08:00–20:00	quironsalud.es
HLA Montpellier Clinic	C/ Vía Hispanidad, 37	976 567 000	ER 24/7	grupohla.com
Viamed Montecanal Hospital	C/ La Vía, 3	976 503 100	ER 24/7	viamedmontecanal.com

IN VILLANUEVA DE GÁLLEGO

Service	Address	Phone number	Hours	Website/Additional Info
City Hall	Plaza España, 1	976 185 004	M-F 09:00–14:00	villanuevadegallego.org
Local Police		976 451 289 647 770 920	24/7	info Emergencies 112
Pharmacy	Gómez Acebo D. Juan, 71 / Lorenzo Pardo, 2		M-F 09:00 – 13:30 / 17:00 – 20:00	Farmacias de guardia
Health Clinic	C. Gómez Acebo D.Juan, 146	976 18 50 37	M-F 08:00 – 15:00	
Municipal Sports Center		976 186 036		deportes@villanuevadegallego.org

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