Elementary Arabic
ARBC 1010
Fall 2026

Class time	Tu, Th 11:10 AM - 12:30 PM LANG 205
Instructor	Caroline Najour
E-mail	Caroline.Najour@unt.edu
Phone number	469 438 9603
Office	LANG 401 L; Zoom Room ID: 469 4389603
Office Hours	T and TH, 12:35 - 1:55 pm & by appointment

Tutoring

Tutoring is held in LANG 108 A, but students can also join via Zoom.
Sign-up sheet is here
Zoom room for all tutoring is here and Isteeze Yomna's phone number is (214) 604 3456.

Tutoring times (LANG 108A or via Zoom)

Tuesdays and Thursdays	12:50 pm to 2:00 pm
Fridays	11:00 pm to 1:50 pm

Legend

Exit tickets	Canvas > Assignments" > Click "show by type" on the top right > "Attendance and exit tickets". Students will submit short tasks as exit tickets at the end of most class sessions to showcase their learning during class.
Homework	Canvas > "Assignments" > homework assignments. Homework is posted on the "schedule" under modules from the second week of class and is due on Canvas before every class.
Tests	In class
Interviews	Canvas > Assignments > Click "show by type" > "Interviews with native speakers"
Graded conversations & formulaic expressions	During tutoring sessions or office hours

Communication Expectations:

The best way to reach me is via email. Please avoid using Canvas to email me; rather, send an email directly to Caroline.Najour@unt.edu. I respond within 24 hours on weekdays, and on Monday, when email is sent after 5 pm on Friday.

This class relies heavily on Canvas where grades and assignments will be regularly posted. Be sure to check Canvas and your email daily as the instructor will share important information about class over the email.

Welcome to UNT!

As members of the UNT community, we have all committed to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

Course Description and objectives

This is a beginner Arabic course. By the end of this course, you should be able to do the following:

1. Demonstrate familiarity with certain cultural aspects of the Arab world.
2. Pronounce Arabic sounds properly.
3. Exchange culturally appropriate greetings.
4. Ask and answer simple questions on very familiar topics, relying mostly on memorized words and phrases, and simple sentences.
5. Ask and answer questions to express basic needs such as ordering at a restaurant or purchasing at the market.
6. Identify the main idea and a few basic points on very familiar topics in texts that are written or spoken.
7. Write simple sentences about very familiar topics such as talking about myself.

Required Textbook and Materials

1. Two dry-erase markers (for whiteboard activities)
2. "Pronunciation of Arabic: Mastery of Phonology Through Tajweed" online course can be purchased here for $ 40

Optional: Kristen Brustad, Mahmoud Al-Batal, and Abbas Al Tonsi. *Alif Baa, Introduction to Arabic Letters and Sounds.* Third Edition. Washington, D.C. Georgetown University Press, 2013.

Teaching Philosophy

My goal is to create a supportive and student-centered learning environment. Despite the effort required to learn a new language and to come to every session fully prepared, learning a language must be fun. Also, I believe in the importance of fostering learner agency and creating a learning environment that encourages student autonomy. For that purpose, I encourage and expect students to assume responsibility for their learning and to view the instructor not as the source of knowledge but as a coach helping them on their learning journey. Finally, another important factor in successful learning is learner-learner interaction. Therefore, I strive to create a collaborative learning environment where students work together to accomplish tasks, drawing on each others' strengths and resources.

Course Structure

This is a student-centered classroom. To make the most of each class session, students are expected to spend an average of 1 to 1.5 hours before class learning new material, watching videos, reviewing content, and completing homework. All homework details and class activities are available in the weekly schedule in modules on Canvas, and homework must be submitted on Canvas prior to class. Since most of class time will be dedicated to pair work, thorough preparation is essential for active participation and meaningful engagement with the material.

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- Any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- In Arab culture, the instructor is not addressed by first name only; make sure you use “Isteeze Caroline” both in email correspondences and when addressing the instructor.

Course Requirements and Grade Distribution

Attendance, Participation, and Exit tickets (35%)

Regular attendance is crucial to keeping up with the pace of the class and your overall success, so I look forward to you being in class on time and well-prepared. During the semester, you may be unable to prepare for class adequately for one or a couple of days. In this case, please **inform your instructor via email before class or in person right before class starts.** Do not miss class because you have been unable to prepare; show up, and you will still **learn by listening that day** and your instructor will avoid asking you questions in class.

At the end of every class, you will be given a short assignment to complete as an exit ticket; the aim is to showcase what you have learned both through your preparation for class and during the class session. Exit tickets must be submitted on Canvas, under assignments, “attendance, participation, and exit tickets” before leaving the classroom. Students can use their phone or their laptops to upload a picture of the task.

Daily attendance, participation, and exit tickets are graded on a scale of 1 to 10 (with a few exceptions), and posted on Canvas after every class. In case of an absence, notify me beforehand. Your participation grade for that day will be a '0,' but the lowest 2 grades will be dropped, allowing you to miss a couple of classes without impacting your grade.

You're responsible for classwork, homework, and any announcements made in your absence.

Points will be deducted for tardiness, and for not actively participating or being unprepared during activities.

- To get a full participation score, you need to:
    - Be in class on time
        - Attendance and participation points will be deducted for tardiness as follows:
            - Arrival during the first 5 min of class = 1 pt.
            - Arrival during the first 10 min of class = 2 pts.
            - Arrival during the first 20 min of class = 4 pts.
            - Arrival during the first 30 min of class = 6 pts.
            - Arrival during the first 40 min of class = 8 pts.
            - If you arrive more than 40 minutes late, you will receive a "0" for that day's participation.
    - Be fully prepared for class activities, and participate actively in class and group activities. The homework due before class will help prepare you for class activities. Attendance and participation points will be deducted for participation as follows:
        - Not actively participating in every class activity = 2 pt.
        - Being unable to participate in an activity because of lack of preparation for class, such as not having watched the video being discussed in class = 4 pts.
        - Speaking in English during pair work or class (during the second part of the semester) = 2 pts.

- **Exit tickets**:
    - Exit tickets are not quizzes but opportunities to showcase your preparation at home and your understanding of the material. You are encouraged to seek your classmates or your instructor's help if you are struggling with the task of the exit ticket; feel free to check your answers with your classmates and instructor before turning them in. Exit tickets are opportunities for you and your instructor to make sure you understand the material before moving on. Turn your exit ticket in on Canvas before leaving class.
    - When students inform the instructor about missing class in advance, they are encouraged to drop by during office hours to take the exit ticket. Their attendance grade for the class they missed will be excused in this case.

- In some specific cases, students may consult with the instructor to have their attendance grade excused for the entirety of the semester. In this case, the rest of the grade components will carry more weight. Please note that prior approval of the instructor is required, and this option remains at the discretion of the instructor.

Homework Assignments (25%)

- Expect to spend an average of 1 to 1 ½ hours in preparation for every class session. Homework assignments must be submitted on Canvas **before** class, and late homework assignments will not be accepted unless students have received approval from the instructor prior to the assignment's due date.

- Homework will be submitted on Canvas. Click on assignments, then Click “show by type” on the top right, then “homework assignments” and scroll the right homework number. You will find the homework number on the schedule available on Canvas, under “Modules,” “schedule”. Please note that whenever the assignment is a file upload, only pdfs are accepted.
- Homework assignments will be graded on a scale from 1 to 10. You will be graded on the overall quality of your work, and on the effort you put into the homework and not on the number of correct answers. It is important to note that this is not a simple completion grade; rather you are required to put effort and review the necessary material to do well on the homework.
- The lowest two homework grades will be dropped.
- Check Canvas daily to see any comments your instructor or the grader might have left. A grade of 9.9 means that your homework is very well done, and there is a comment you need to check. A 0.1 deduction will not impact your grade significantly and is meant merely to draw your attention to go to Canvas to listen to feedback or read any comments.
- It is your responsibility to check that the grade you receive is fair. Whenever you receive a grade that is less than 9.9, you must know why. The grader is encouraged to write to let you know why you have less than a perfect score. If any grade does not make sense, please write in the comments on Canvas to inquire. If the grade still does not seem fair to you, please let your instructor know.

Tests (15%)

You will have several tests covering the material learned throughout the course. Dates for tests will be announced at least one week in advance.

Graded conversations, and formulaic expressions oral quizzes (10%)

Expressions such as “Good morning” and the various responses are often referred to as formulaic expressions when teaching Arabic. You will learn many of the essential formulaic expressions during the semester; they will be compiled in a quizlet set for your convenience. You will have two oral quizzes about them with the TA or your instructor. Please inform your instructor if none of the available times work for you.
Also, for this class, you will have 2 graded conversations; they will take place toward the end of the semester and will be three weeks apart.

Interviews with native speakers (5%)

This semester, you will conduct two interviews in English with two different native speakers and write a 500 word essay (in English, of course) about the information you have learned from the interview. Guidelines are here.

Lab assignments: Reading and “Pronunciation of Arabic: Mastery of Phonology Through Tajweed” activities (10%)

One of the objectives of the course is to master Arabic sounds. Arabic has a few sounds that are not part of your native tongue, and, to pronounce those sounds, you will need to practice. Many students can pronounce those sounds with no practice at all; others need to practice for a few weeks just for one specific sound while they get all the others with no effort. Everyone eventually masters all the sounds; all it takes is practice.
In this course, we will be learning and inshallah mastering Arabic pronunciation through the pedagogical tools of the art of *tajweed*. In previous years, students met once a week for lab sessions where they

worked on those assignments. Now, students will have the freedom to work on those assignments at a time convenient to them outside of a scheduled class time. Unless otherwise noted assignments are due every Friday by midnight.
Additionally, toward the end of the semester, students will have some graded readings with the TA that will count toward this grade.

Grade distribution:

Attendance, Participation, and exit tickets: 35%
Homework: 25%
Tests: 15 %
Graded conversations and formulaic expressions: 10%
Interviews with native speakers: 5%
Pronunciation and reading: 10%

Grading Scale

90-100	A
80-89	B
70-79	C
60-69	D
59 and below	F

Extra credit

Several opportunities for extra credit will be available throughout the semester. To earn extra credit, students must attend an event related to the Arab world. The event must be pre-approved by the instructor and announced to the class, so everyone has an opportunity to attend. The deadline to submit the report and receive extra credit is a week after the event.

Course Policies

Late Work
Late homework assignments will not be accepted unless you received an approval from the instructor prior to the assignment's due date; however, the lowest two homework grades will be dropped automatically on Canvas.

Academic Honesty
I expect you to submit your own work and participate in all aspects of the course with integrity and academic honesty. It is against the policy of this course to use an answer key or any translation platform or resource, to enlist the help of a fluent Arabic speaker, or to have your work checked by anyone other than your instructors before submitting it. Failure to follow this policy on any assignment will result in a grade of zero for that assignment.

The use of GenAI tools is not permissible. No matter the approach, any attempt to represent GenAI output as a student's own work will be considered fabrication, cheating, and/or academic dishonesty as determined on a case-by-case basis.

Working on the homework with other classmates is encouraged, but each student must submit to the instructor their own answers.

Grading Concerns

I encourage you to reach out to your instructor as soon as possible if you have any questions about grades or if you feel that the grade is not accurate or fair. It is extremely important that you understand the rubric and the reasoning for your grades.

Attendance Policy

I look forward to you being in class on time and well-prepared. Regular attendance is crucial to keeping up with the pace of the class and your overall success. Daily attendance, participation, and exit tickets are graded on a scale of 1 to 10 and will be posted on Canvas after every class.

UNT Policies

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

Course Evaluation

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course.
Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

ODA Statement

The University of North Texas makes reasonable academic accommodations for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA

notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website at https://studentaffairs.unt.edu/office-disability-access. You may also contact ODA by phone at (940) 565-4323.

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Coursework completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Academic Support & Student Services

Here is a list of important links:

Office of the Registrar— Fall 2026 Registration Guide
http://registrar.unt.edu/registration/fall-registration-guide
This is a link to important dates for adding, dropping, withdrawing, and so forth.

Office of the Registrar— Fall 2026 Exam Schedule
http://registrar.unt.edu/exams/final-exam-schedule/fall
This is a link to the official schedule for final exams.

Undergraduate Catalog
http://catalog.unt.edu/
This is a link to the official catalog for all undergraduate students.

UNT Policy Manual
http://policy.unt.edu/policy-by-number/1
This is a link to the official policy manual for faculty and students.

Student Support Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or

its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)

Additional Student Support Services

- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
- Career Center (https://studentaffairs.unt.edu/career-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services

- Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
- Academic Success Center (https://success.unt.edu/asc)
- UNT Libraries (https://library.unt.edu/)
- Writing Lab (http://writingcenter.unt.edu/)



حظّاً سعيداً وبالتّوفيق!

***This syllabus is subject to change at the discretion of the instructor. Students will be notified of all updates; then it becomes their responsibility to adhere to the changes.*