

# Elementary Arabic

## ARBC 1020

### Spring 2019

Section 001	M, W	03:30- 04.50 pm in LANG 216
Section 002	M, W, F	11- 11.50 am in LANG 317
Instructor	Caroline Najour	
E-mail	Caroline.Najour@unt.edu	
Office	LANG 401 L	
Office Hours	Mondays and Wednesdays	1.00 - 1.50 pm
	Fridays	1.00 - 4.00 pm and by appointment

Lab 301	M	12.00 - 12.50 pm	in LANG 106
Lab 302	T	11.00 - 11.50 am	in LANG 106

Tutoring sessions in LANG 108 A

Tuesdays	12.00 - 1.00 pm	(Jennifer)
Wednesdays	10.00 - 11.00 am	(Becca)
Thursdays	11 am - 12 pm	(Jennifer)
Fridays	02.00 - 4.00 pm	(Becca)

### Required Textbook and materials

Kristen Brustad, Mahmoud Al-Batal, and Abbas Al Tonsi. *Al-Kitaab fii Ta'allum al-Arabiyya with DVDs: A Textbook for Beginning Arabic*. Part One. Third Edition. Washington, D.C. Georgetown University Press, 2013.

Five blue books and two green books

One white T-shirt (one of the assignments requires making an Arab themed Jersey)

Students need to enroll in the instructor's course at the companion website. Check canvas for registration instructions.

### Course Description

This course is a continuation of ARBC 1010. We will cover chapters 3 to 7 of *Al-Kitaab*, Part One and will continue learning Modern Standard Arabic (MSA) and the shaami dialect simultaneously. In addition to the textbook, students will work on supplementary materials that

will enable them to carry out a variety of tasks in Arabic such as ordering food at a restaurant and shopping at the market. By the end of the semester, students are expected to reach novice high proficiency.

## Course Objectives

By the end of this course, you will be able to do the following:

1. Speak about yourself, your family, and your environment and initiate and sustain short conversations in dialect on a number of topics such as weather and hobbies.
2. Perform tasks such as ordering food at restaurant and shopping at the market.
3. Understand the main ideas of texts on familiar topics.
4. Understand simple and short videos on familiar topics.
5. Demonstrate familiarity with certain aspects of Arab culture.
6. Write simple paragraphs about yourself, using the present tense.

## Course Policies and Requirements

### Language:

- You are expected to speak only in Arabic from the time you enter the classroom including when you chat with your classmates before class officially starts and when working in groups. If you need to speak in English, please ask for permission first.

### Academic Honesty:

- Do your own work. It is against the policy of this course (and will result in a grade of zero on the assignment) to use an answer key, any online translation program, to enlist the help of a fluent Arabic speaker or to have your work checked by anyone other than your instructors before submitting it.
- Working on the homework with other classmates is allowed, but each student must submit to the instructor his or her own answers.

### Homework:

- Assigned homework will be posted on canvas and, unless otherwise noted, must be submitted by the beginning of the following session.

### Class conduct:

- It is expected in Arab culture to greet others upon entering a room, so remember to greet your instructors and classmates when you enter class.
- Eating or chewing gum is not allowed, but feel free to bring coffee, water or soft drinks to class.
- Please keep you cell phones in silent mode and in your backpacks.

## Canvas and Email:

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 pertaining to class over the email.

## Grade Distribution

### Attendance, Participation and Preparation (25%)

- You are expected to attend all classes and to show up to class well prepared. Your daily attendance and participation grade will be on a scale from 1 to 5. It will be posted on canvas after each class, so make sure to check canvas daily to see how well you are doing.
- Most of class time will be devoted to doing group or pair work. To participate actively, you need to prepare well before class. **If for any reason, you have been unable to prepare for class adequately, make sure to email your instructor before class, and she can arrange for you to learn by listening that day.**
- In case of absence, please inform your instructor **before not after the class you will be missing**. The grade for that day's participation will be "0." The lowest 3 attendance and participation grades for classes meeting on Tuesday and Thursday, and 4 grades for classes meeting Mondays, Wednesdays, and Fridays are automatically dropped when calculating your average grade. Please note that the attendance grade for lab sessions is counted as part of the attendance grade for this class.
- Students are responsible for any class work, homework and for any announcement made during their absence.
- To receive a grade of 5 on participation, students must:
  - come on time, having fully prepared the material to be covered in class
  - actively engage in all class activities
  - abstain from using English from the moment they enter the classroom even before class begins.
- Attendance and participation grades will be deducted for tardiness as follows:  
arrival during first 5 mins. of class = 1 Pt.  
during first 10 mins. = 2 Pts.  
during first 15 mins. = 3 Pts.  
during first 20 mins. = 4 Pts  
If you arrive more than 20 mins. late for class you will receive a "0" for that day's class participation
- Students are encouraged to email the instructor for clarification if they don't know why they haven't received a full score for participation before the next class period.

### Homework Assignments (25%)

- Expect to spend an average of 1 ½ to 2 hours of homework in preparation for every class session (around 2.5 to 3 hours for classes that meet twice a week). Homework assignments must be turned in at the beginning of every class, and **late homework**

**assignments will not be accepted** unless you have received an approval from the instructor prior to the assignment's due date. The lowest 3 grades for homework are automatically not counted when calculating the average grade (2 homework grades are dropped for classees that meet twice a week).

- Homework must be double spaced and completed on a blue book (a small booklet with a blue cover, available at the university bookstore). Make sure you write your name on the cover, and the homework number for each homework. "Write out and translate" exercises must be written on a green book. Points will be deducted when submitted work that does not follow any of those guidelines.
- Homework assignments will be graded on a scale from 1 to 5. 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. Feel free to redo the online drills as many times as you wish in order to improve your score. When you complete an online drill, make sure that you see the big green check mark (✓) when you are done. Students are encouraged to consult with their instructor for clarification about homework grades before the next class.
- Make sure you write your homework assignment in full sentences for fill-in-the blank exercises. You will not receive credit for the exercise when you submit just a list of words rather than full sentences.

### **Quizzes (15 %)**

You will have several short vocab and grammar quizzes covering the material learned throughout the course. Dates for quizzes will be announced at least one week in advance.

### **Writing Assignments (10%)**

This semester you will have 2 writing assignments. Your instructor will give you feedback on your first draft. You will revise your writing accordingly, and only your second draft will be graded. Because the purpose is to practice the vocabulary and grammatical structures we are learning this semester, you are not allowed to use any new words, look up words in dictionary, or enlist the help of others. **Using words or constructs the student is not expected to know at this stage will result in a grade of "0" on that assignment.** Please check canvas for guidelines and rubric.

### **Skit (5%)**

For this class, you will prepare one skit with a partner using dialect. The skit will be performed in class on the first week of April and must be 5 to 7 minutes long. Check Canvas for rubric and guidelines.

### **Reading and homework corrections (5%)**

- At the end of every chapter, you will read a specific passage to a tutor for a grade. The reading will take place during tutoring hours. Inform your instructor if none of the tutoring

hours work with your schedule, and check the daily schedule for the reading due dates, and the guidelines for the rubric.

- Making mistakes is part of the learning process. To learn from your mistakes, however, you will need to go back to those mistakes and correct them. Throughout the semester, you will be asked to correct the “write out and translate” drills, so make sure you save the returned homework for all those drills. Your instructor will underline some of your mistakes and label them with correction symbols (correction code is on canvas). You are required to work on the corrections before the lab session. During the lab session, you will be able to check with your classmates and your instructor to make sure all is correct before you submit your corrections. When working on homework correction, do not write the corrected words on a separate piece of paper; rather, correct the mistakes on the original paper, above the underlined mistake, using a pen of a different color. No partial credit will be given; corrections must be complete and correct to receive credit.

### **Interview (5%)**

During the last 2 weeks of classes, you will have a 7 to 10 minutes interview with one of the advanced Arabic students. A sign up sheet will be emailed to you with time slots and locations of interviews.

### **Final exam (10%)**

The final exam will be comprehensive. It includes listening, reading, and writing parts in addition to sections on vocabulary and grammar.

### **Grade distribution:**

Attendance, Participation and Preparation: 25%

Homework: 25%

Quizzes: 15 %

Writing assignments 10%

Skit: 5 %

Readings and homework corrections: 5 %

Interview: 5 %

Final: 10 %

### **Grading Scale**

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

**Here is a list of important links:**

**Office of the Registrar— Spring 2019 Registration Guide**

<http://registrar.unt.edu/registration/spring-registration-guide>

This is a link to important dates for adding, dropping, withdrawing, and so forth.

**Office of the Registrar— Spring 2019 Exam Schedule**

<http://registrar.unt.edu/exams/final-exam-schedule/spring>

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 Perceptions of Teaching (SPOT)**

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 short SPOT survey provides you with an opportunity to evaluate how this course is taught. Toward the end of the semester, you will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Simply click on the link and complete your survey. Once you complete the survey you will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at [www.spot.unt.edu](http://www.spot.unt.edu) or email [spot@unt.edu](mailto:spot@unt.edu).

**Disability Accommodation**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (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 see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

**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. The Code of Student Conduct can be found at [www.deanofstudents.unt.edu](http://www.deanofstudents.unt.edu)

**Sexual Discrimination, Harassment, & Assault**

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT's Dean of Students' website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: [http://deanofstudents.unt.edu/resources\\_0](http://deanofstudents.unt.edu/resources_0). Renee LeClaire McNamara is UNT's Student Advocate and she can be reached through email at [SurvivorAdvocate@unt.edu](mailto:SurvivorAdvocate@unt.edu) or by calling the Dean of Students' office at 940-565-2648. You are not alone. We are here to help.

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[1] This syllabus is subject to change at the discretion of the instructor.