

French 1020, University of North Texas, Summer II 2010

Course Information and Policies

Welcome to French 1020. The following pages outline the general information and policies for this course. Please read them over carefully and keep them for your reference throughout the semester. The instructor of each section will provide information regarding daily/weekly assignments and schedules. Please note that individual instructors reserve the right to modify the course syllabus with the approval of their coordinator.

Course description and objectives:

This course is the second semester of an introduction to both the French language and to the world cultures and societies where French is spoken. This course is the second of a two-course elementary French language and culture sequence at the University of North Texas. By the end of this first-year sequence, you should be able to understand the main ideas of what you hear, see, and read in French. You should also be able to interact successfully on a basic level in both oral and written contexts. In addition to these linguistic skills, you should have a deeper understanding of the diverse aspects of societies and cultures in francophone areas of the world.

Eligibility

This course is designed for students who have the equivalent of one university-level semester of previous experience in French. Each student is required to show proof of eligibility to the instructor at the beginning of the semester. If you do not have proof, you must unenroll yourself from the course to receive a refund before the appropriate deadline. It is each student's responsibility to know the deadlines for refunds and other actions. Students who have studied French previously (in high school, for instance) may be eligible to pass out of this course and to receive official credit for the course by taking the placement test. For information about the placement test, please contact the Department of Foreign Languages and Literatures in LANG 101 at 565-2404.

Required Materials

Horizons. 4th edition, 2009. Thomson/Heinle. **(Printed textbook and electronic workbook)**
Joan Manley, Stuart Smith, John McMinn, & Marc Prévos.

Important—The textbook and electronic (on-line) workbook are required. The access code for the electronic workbook is bundled with the textbook at the University of North Texas bookstore.

If you buy a (new or used) textbook elsewhere, it is your own responsibility to make sure the access code is bundled with the textbook. Otherwise, it is your responsibility to buy a separate access code for the electronic workbook. This can be purchased on line if it is not bundled with the textbook you buy. Visit the following link: <http://www.heinle.com/> and click on the following links: FRENCH; INTRODUCTORY; HORIZONS 4th EDITION. Then scroll down to the link for the *Quia on-line workbook/lab manual* (ISBN: 1413005748). Note: Make sure the pop-up blocker is not on.

Course organization

This is a four-credit course that meets MW for 2 hours and TTh for 3 hours. **Additionally, you are required to register for a lab class (you will be given tasks to accomplish in the on line Lab manual).** Because exposure to and practice in French is essential to successful acquisition of the language, these courses will be conducted mostly in French. Although you are not expected to understand every word, through repeated exposure, study, and practice, you will find that you understand increasingly more as the semester progresses. So relax, and make every effort to use only French in the classroom.

Use of E-Mail

Instructors of first- and second-year French (1010 through 2050) require students to use official UNT Mail for all communication. This means that your instructor will only respond to e-mail sent by their students from a UNT Mail address (@my.unt.edu). Likewise, your instructor will only send e-mail to your UNT Mail address. Information about UNT EMail can be found at the following Web address: <https://my.unt.edu>

Grading scale

Your grade will be calculated according to the following scale. Please note that grades are not curved. **There is no extra credit awarded in French 1010.**

Percentage	Letter Grade
90 – 100 %	A
80 – 89.9 %	B
70 – 79.9 %	C
60 – 69.9 %	D
0 – 59.9 %	F

Grade distribution

Class:		
	Attendance	10%
	Participation and Oral class work	10%
	Quizzes	10%
	Homework & Lab	20%
	Chapter exams	30% (2 X 15% each)
	Final Exam	20%

A note on Incompletes: A grade of (I), Incomplete, is a non-punitive grade given only during the last one-fourth of a semester and only if a student (1) is passing the course; (2) has justifiable reason why the work cannot be completed on schedule; and (3) arranges with the instructor to finish the course at a later date by completing specific requirements that the instructor must list on the grade sheet. All work in the course must be completed within the specified time (not to exceed one year after taking the course). This process must be initiated by the student. The official request form must be signed by the student, the instructor, and the dept./division chair. If all conditions are not met and all parties do not approve, no grade of Incomplete will be given. Please consult the appropriate UNT Catalog and an academic advisor for additional information.

Participation & Oral class work:

Since regular oral practice is essential for improving proficiency in a foreign language, daily attendance and active participation are necessary for your success in this course. (Be sure to see attendance policy below.) Your instructor will evaluate your in-class oral coursework every week during the semester (at equal intervals), based on the quality of your regular participation throughout the semester. Thus, for the purposes of grading your participation, preparedness, and oral class work, the semester will be divided into **5 (5)** grading periods: one period for each week of class.

Your grade will be based on the following: 1) Use of French; 2) Interaction in group work and whole-class activities; and 3) Preparation for in-class exercises and tasks.

Each time your participation and oral classwork are evaluated, the rubric below will be used to establish a grade based on a scale of 25 possible points:

Level of participation and preparation	Grade
Uses only French when possible; exhibits excellent, cooperative behavior; always comes to class prepared	25 pts.
Uses French often; exhibits good, cooperative behavior; usually prepared for class	20 pts.
Uses French and exhibits good, cooperative behavior sometimes; adequate preparation	15 pts.
Frequent use of English, average participation, adequate preparation	10 pts.
Present in class, more English than French, minimal participation, unprepared	5 pts.
Present in class, yet does not participate; unprepared	0 pts.

Absences and attendance policy:

Regular and punctual class attendance is required in this course. Since it is necessary to be present in order to participate, any unauthorized absence will result in loss of points when you are graded (based on the table above) for attendance, participation and preparation. You will get one grade for attendance which will count for 10% of your final grade in the class. Specifically, you are allowed **3 unexcused absence hours** out of a total of 50 meeting hours during the summer courses. For **every** additional unexcused absence hour during the semester, the instructor will—using his or her discretion—reduce the score you would have received by **1%** each time.

The following 3 cases explained below are considered authorized absences.

Absence due to participation in a sponsored activity. Absences due to participation in sponsored activities must be approved **in advance** by the chair of the Department of Foreign Languages and Literatures and by your academic dean. Within 3 days after the absence, you must obtain authorized absence cards from the Dean of Students for presentation to your instructor.

Absence for religious holidays. Absences due to the observance of a religious holiday are authorized only if the religion is officially recognized by the University and you have notified your instructor of the date of the absence within the first 15 days of the semester. Notification must be in writing, with receipt of the notification acknowledged and dated by your instructor.

Absence due to illness, family emergency, etc. Absences due to illness, death in the family, or other emergencies will be authorized **only** if you contact your instructor immediately **and** if you provide proof that the absence was unavoidable (a physician's statement, accident report, obituary, service bulletin, etc.) within 3 days after the absence.

All other absences will be considered unauthorized and missed work will not be accepted.

Late Arrival:

Students are expected to be in class and ready by the starting time. Repeated late arrival will be subject to loss of points in the Attendance Category. Late arrival of 20 minutes or more will result in the whole hour being counted as an absence.

Make-up policy:

Chapter exams– If you must miss a chapter exam, you must contact your instructor **immediately** and provide the appropriate documentation (as outlined above) within 2 days after the absence. Only those individuals whose absences are authorized and approved by the Coordinator of Elementary and Intermediate French will be eligible to take a make-up exam over the material missed.

Final exam – An alternate final exam is given **only** to students who have an exam conflict.

Appeals to reschedule a final exam must be made to **your academic dean** before the deadline.

Daily work – Other work (homework, quizzes, etc.) may be made up at the discretion of your instructor.

Keeping records

Students must keep all returned graded materials until the end of the semester. In case of grade disagreement, it will be the student's responsibility to show the graded materials.

Use of Electronics in class

Cell phones and other electronic devices are prohibited from use during any type of examination.

Disability Accommodation Statement:

The University of North Texas is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 – The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans with Disabilities Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

Students must follow the Procedure for Requesting Special Accommodation, as indicated in the UNT Policy Manual, Volume 3, 18.1.14, part II. According to these guidelines, "[w]ithin the first week of class, qualified students must notify the instructor or academic unit liaison for disability accommodation that options to standard methods of educational access will be needed" (part II, section B).

Policy on food and beverages in FREN 1010, 1020, 2040, and 2050 classrooms:

Students in FREN 1010, 1020, 2040, and 2050 are **not allowed to consume food** in the classroom during the class period. Students in these courses are allowed to consume appropriate/legal beverages only if the instructor gives his or her approval for doing so in the classroom during the class period.

This policy on the consumption of food and beverages for students of FREN 1010, 1020, 2040, and 2050 has been created in accordance with the University of North Texas Policy Manual, volume II, part/classification number 9.8 (Policy on smoking, food and beverages on campus and in leased facilities), section 4, sub-section 4.2. Please note that "students . . . who violate the provisions of this policy are subject to disciplinary action" (volume II, part 9.8, section 6).

Academic and personal misconduct:

The Department of Foreign Languages and Literatures fully supports and enforces all University policies regarding academic misconduct (cheating, plagiarism, fabrication, etc.) and personal misconduct (disruptive behavior, incivility, etc.) as outlined in the *Code of Student Conduct and Discipline*, available in the *Undergraduate Catalog* and online at <http://www.unt.edu/csrr/>. Please be certain that all the work you submit in this course is **your own**. If you have questions about what constitutes academic misconduct in the context of this course, please contact your instructor or the Coordinator of Elementary and Intermediate French (whose contact information is provided below).

Mrs. Morton - Language Building, 405E

E-mail: smorton@unt.edu; Telephone: 565-4575; Departmental Office: 565-2404

A note on protocol: If you have a problem with anything related to your course (textbook, instructor, testing, etc.), it is your responsibility to discuss the problem **first** with your instructor **before** contacting the Coordinator of Elementary and Intermediate French. Most problems or misunderstandings can be dealt with effectively and efficiently if the people most directly involved can discuss the problem and communicate honestly with each other.

Important Dates and Links for Summer II 2010

A Web site for students of FREN 1010, 1020, 2040, & 2050 is maintained by the Coordinator of Elementary and Intermediate French. Information is added and updated on a regular basis.

<http://www.forl.unt.edu/french/courses>

You must consult the **official Academic Calendar** for other important deadlines and dates concerning registration, tuition payment, etc. It is **your responsibility** to know these dates. A link to the Academic Calendar can be found on the Web page at the address listed below:

<http://www.unt.edu/attendingclasses.htm> . As a student, **you are also responsible** to know the rules, policies, procedures, etc. that are found in the appropriate student catalog (undergraduate or graduate). These can be accessed on line at the following address: <http://www.unt.edu/catalog/> .

Please know that **you are responsible** for the material in the chapters covered during the semester (chapters 6-10). Your instructor will decide which homework and what type to give, collect, and grade, as well as when to give quizzes (which may be announced or unannounced). This means that you should do at least all the assigned exercises in your workbook and listen to your audio CDs in order to keep up with what is being covered in class.

Exam 1 (Chapters 6 & 7) – July 26, 2010 (Hour 1)

Exam 2 (Chapters 8 & 9) – July 5, 2010 (Hour 2)

Final exam (Chapter 10) – August 13, 2010

Final Exam – Each instructor will discuss the dates and structure of the final exam in class. Nonetheless, it is **your responsibility** to consult the final exam schedule on the Web and to confirm the time/place with your instructor. UNT has published the **final exam schedule on the Web** at the address given below:
<http://essc.unt.edu/registrar/schedule/summer/final.html>

The University has designated **August 13, 2010** as the period for final examinations for Summer I.

Do not ask your instructor if you can take the exam with a different section. **Do not** ask the Coordinator of Elementary & Intermediate French if you can take the exam with a different section. **Do not** call the Department of Foreign Languages & Literatures to ask if you can take the exam with a different section.