

French 1010, University of North Texas, Fall 2009

Course Information and Policies

Welcome to French 1010. 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:

French 1010 provides an introduction to both the French language and to the world cultures and societies where French is spoken. This course is the first 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 **no previous experience** in French. Students who have studied French previously (in high school, for instance) may be eligible to pass out of French 1010 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 four times a week. **Additionally, you are required to register for a lab class that meets one hour per week.** These two classes are coordinated to maximize your opportunity to achieve the targeted level of proficiency in French. 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.

	Class	Lab
Meeting Times/Locations		
Instructor's Name		
Instructor's E-mail		
Instructor's Office Hours & Location		

Use of E-Mail

Instructors of first- and second-year French (1010 through 2050) require students to use official UNT Eagle Mail for all communication. This means that your instructor will only respond to e-mail sent by their students from a UNT Eagle Mail address. Likewise, your instructor will only send e-mail to your UNT Eagle Mail address. Information about Eagle Mail can be found at the following Web address: <https://eaglemail.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	5%
	Participation & Preparation	10%
	Homework & Composition (rédaction)	10%
	Quizzes	10%
	Oral Presentation	5%
	Unit Tests	30% (3 X 10% each)
	Final Exam	15%
Lab:	Attendance & Participation	15%

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 classwork

Since regular oral practice is essential for improving proficiency in a foreign language, daily attendance and active participation are necessary for your success in French 1010. (Be sure to see attendance policy

below.) Your instructor will evaluate your in-class oral coursework three different times during the semester (at equal intervals), based on the quality of your regular participation throughout each third of the semester. Thus, for the purposes of grading participation, preparedness, and oral classwork, the semester will be divided into three (3) grading periods: Period 1 (weeks 1-5); Period 2 (weeks 6-10); and Period 3 (weeks 11-15).

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 (i.e., at the end of Period 1, at the end of Period 2, and at the end of Period 3), 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; never arrives late or leaves early (5 minutes or more)	25 pts.
Uses French often; exhibits good, cooperative behavior; usually prepared for class; occasionally arrives late or leaves early (5 minutes or more)	20 pts.
Uses French and exhibits good, cooperative behavior sometimes; adequate preparation; often arrives late or leaves early (5 minutes or more)	15 pts.
Frequent use of English, average participation, adequate preparation; very often arrives late or leaves early (5 minutes or more)	10 pts.
Present in class, more English than French, minimal participation, unprepared; regularly arrives late or leaves early (5 minutes or more)	5 pts.
Present in class, yet does not participate; unprepared; always arrives late or leaves early (5 minutes or more).	0 pts.

Absences and attendance policy

Regular and punctual class attendance is required in this course. Any unauthorized absence will result in loss of points when you are graded for attendance. You will get one grade for attendance which will count for 5% of your final grade in the class. Specifically, you are allowed **3 unexcused absence hours** out of the total meeting hours during the semester. For **every** additional unexcused absence hour during each part of 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.

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 3 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.

Students with learning disabilities

The Department of Foreign Languages and Literatures follows the ADA guidelines and related University policies for accommodating students with disabilities. Students who have disabilities that are covered by the Americans with Disabilities Act need to be properly registered with the Office of Disability Accommodation (University Union, suite 324; 565-4323). The ODA will issue a Special Accommodation Request Form that the student must present to the instructor within the first week of class.

The Department of Foreign Languages and Literatures cooperates with the Office of Disability Accommodation to make reasonable accommodations for qualified students with disabilities, as required by the American with Disabilities Act and Section 504, Rehabilitation Act. Please present your written accommodation request to your professor on or before the 6th class day.

Policy on food and beverages

Students in FREN 1010, 1020, 2040, and 2050 are **not allowed to consume food** in the classroom during the class period. Students 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.

Important: If you do not respect this policy, your instructor will give you a grade of zero (0) for participation & oral classwork for the entire third (Period 1, 2, or 3) of the semester during which you did not respect this policy. Your instructor will also require you to leave the room for the remainder of the class period during which you go against this policy. Subsequently, your instructor will not provide you with notes from the class period, and you will not be allowed to make up any work missed because of your failure to respect this policy.

This policy on the consumption of food and beverages for students of FREN 1010 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 French 1010 is **your own**. If you have questions about what constitutes academic misconduct in the context of French 1010, 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: <mailto: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.

Bienvenue...On vous souhaite un très bon semestre.

Important Dates and Links for Fall 2009

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 0-5). 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 all the exercises in your workbook and listen to your audio CDs in order to keep up with what is being covered in class.

Lab sessions will be dedicated to various types of tasks that correspond to the themes and material being covered in the classroom.

Exam 1 (Chapters 0, 1 & 2) – Friday October 2nd, 2009 (Section 008 1st hour Monday October 5th)

Exam 2 (Chapters 3 & 4) – Friday November 6th, 2009 (Section 008 1st hour Monday November 9th)

Exam 3 (Chapter 5) – Friday, December 4th, 2009 (Section 008 1st Hour Wednesday December 2nd)

Oral Presentations—Scheduled by your instructor between November 9th and December 8th, 2009 (to be done during regular class meetings). Information and instructions will be given by your instructor during the first few weeks of the semester.

Compositions—Information regarding topics and due date will be provided by your instructor.

Review Day during Pre-finals Week - No classes on December 11th, 2009. (for more information go to http://www.unt.edu/policy/UNT_Policy/volume3/15_2_16.html)

Final Exam – Exact dates vary, depending on which section you are in. 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/scheduleclass.html>

The University has designated **December 14-18, 2009** as the period for final examinations.

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.

Classes will not meet during the following period:

Labor Day – September 7th, 2009

Thanksgiving Break – November 26th – 29th, 2009