

French 1020, University of North Texas, Fall 2011

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.

Required Materials

Français-Monde. Connectez-vous à la Francophonie. 1st edition, 2011. Pearson. **(Printed textbook and electronic workbook: MyFrenchLab)**
Robert Ariew & Beatrice Dupuy.

Important—The textbook and electronic (on-line) workbook – MyFrenchLab – 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 (MyFrenchLab). This can be purchased on line if it is not bundled with the textbook you buy. Visit the following link: <http://www.pearsonhighered.com/worldlanguages>

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.

Use of E-Mail

Instructors of first- and second-year French (1010 through 2050) require students to use official UNT email (my.unt.edu) for all communication. This means that your instructor will only respond to e-mail sent by their students from a UNT Mail address. Likewise, your instructor will only send e-mail to your UNT Mail address. For more information go to <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 1020.

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 & Participation, Preparation, Oral Evaluation	10% (2 X 5%)
	Homework, Quizzes & Composition	20%
	Unit Tests	45% (3 X 15% each)
	Final Exam	15%
Lab:	Attendance & Participation	10%

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 1020. (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	25 pts.

prepared	
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.

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 15 minutes or more will result in the whole class period being counted as an absence.

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% of the 5%** attendance grade 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.

Lab sessions will be dedicated to various types of tasks that correspond to the themes and material being covered in the classroom (such as oral activities from MyFrenchLab). Lab allows students to get extra practice and exposure to French. Attendance is **mandatory**. Quizzes will be given regularly. Students' grade will be calculated based on quizzes' results and attendance/participation; Lab grade counts for 10%

of the total grade in the class. Students are allowed 2 unexcused Lab absences during the semester. All other unexcused absences will result in a grade of zero for that time period. There will be no make ups for quizzes and homework given in Labs.

Homework and Composition — Homework will be assigned in **MyFrenchLab (e-book)**. It is the student's responsibility to check due dates. Individual instructors will also assign other tasks (i.e. compositions, readings, etc). Information regarding topics and due date will be provided by your instructor in class and / or posted on Blackboard.

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**. Also individual instructors may choose to forbid use of various electronic devices during regular class time.

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.

Please present your written accommodation request to your instructor as soon as possible at the beginning of the semester to allow sufficient time to arrange the accommodation.

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

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 1020 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://policy.unt.edu/>. Please be certain that all the work you submit in French 1020 is **your own**. If you have questions about what constitutes academic misconduct in the context of French 1020, 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

Student Behavior in the Classroom

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 Center for Student Rights and Responsibilities 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.unt.edu/csrr

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 Fall 2011

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/languages/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/academics.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 7-12). 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.

Exam 1 (Chapters 7 & 8) – Friday September 30th, 2011

Exam 2 (Chapters 9 & 10) – Monday October 31st, 2011

Exam 3 (Chapter 11 & 12) – Monday December 5th, 2011

Oral Evaluation— Students will be responsible for completing and turning in a recording via MyFrenchLab. The recording will be due no later than November 24th, 2011. The task will mainly focus on pronunciation and readings exercises. Information and instructions will be given by your instructor during the first few weeks of the semester.

Review Day during Pre-finals Week - No classes on Friday December 9th, 2011. (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 12-16, 2011** 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 5th, 2011

Thanksgiving Break – November 24th – 27th, 2011

****Evaluation for all 1010-2050 courses will be conducting via SETE.