

PLEASE READ THIS ENTIRE SYLLABUS CAREFULLY. It contains information on:

- Testing policy
- Attendance policy
- Class participation
- Grading policies
- Grade distribution
- Schedule of tests, assignments
- University policies
- Student concerns

You will be held responsible for the content of this document. **Failure to read the syllabus does NOT exempt you from its contents.**

Who can enroll?

Students enrolled in this class have no experience in French for the most part, though students with two or fewer years of exposure to the language in high school are eligible to enroll.

Grade Breakdown

Class participation and preparation:	20%	Written work:	15%	Final exam:	15%
Chapter tests (7% each x 3):	21%	Mid-term	10%	Oral presentation:	10%
Oral exam:	9%				

Introduction to FREN 1001 through 2002

The first four courses in French (or the first three courses for those who start with FREN 1110) form a unified program designed to help you develop the ability to speak, read, write, and understand the language. You will also learn about how various people who speak French conduct their lives. The majority of class time will be spent working on speaking French; you will develop the other skills primarily through assignments. To achieve these goals, your teacher will speak only French in class. Since talking *about* grammar is not as beneficial as *using* the grammar, you should not expect your teacher to devote class time to explanations of grammatical concepts. S/he will conduct exercises requiring you to use the new structures, but afterward will be happy to answer any remaining questions. Consult your syllabus and your teacher to determine whether you are in the right course.

Course Goals

At the end of this class, you should be able to:

- have elementary conversations about familiar topics,
- describe yourself, your family and friends, and your routine activities in the past, present and future
- ask elementary questions and formulate somewhat simple opinions
- understand elementary stories and conversations, as well as audio and reading materials
- write elementary descriptions and tell about events in the past, present and future.

Required Textbooks

- Pons, Scullen, Valdman, *Chez nous*, 4th ed., Pearson Prentice Hall.
- Scullen, Cassidy, Pons, *Student Activities Manual to accompany Chez nous*, 4th ed., Pearson Prentice Hall.

Class Attendance Policies

- Students missing the first two days of class will be dropped from the course to allow others to add.
- There are NO EXCUSED absences from this course. All students are allowed six absences, for whatever reason.
- Absences beyond the six that are allowed will result in a lower class participation grade. If you miss six or fewer classes, you will lose no points from your participation grade. However, if you have more than six absences, your instructor will deduct three points for **every** absence, including the first six. That is, your seventh absence will result in a loss of fourteen points from your participation grade.
- ***Students who miss a combined total of 30 or more classes are not allowed to take the final exam.***

Testing Policy

- You will take four chapter tests and a mid-term exam.
- Everyone will take the tests on the date indicated on the syllabus. We do not give “make-ups,” nor do we allow students to take tests early, so please do not ask. This applies to ALL students. If you are absent on the day a test is given, you will receive a zero for that test. However, at the end of the semester, the lowest test grade will be dropped. Hence, if you must miss a test, that zero is the grade that will be dropped. Please do not ask for

- exceptions to be made to the make-up policy, as those requests will not be granted.
- The mid-term grade is separate from the other tests and will not be dropped.
 - You will also have four oral assessments. The same policy applies: an absence on an oral assessment day will result in a zero on the exam. However, one of the four grades will be dropped. Hence, there is no make-up for the oral assessments.
 - There will be no make-up for the oral presentation.
 - Students scheduled for three final exams on the same day or two final exams at the same time may petition to reschedule **one** final exam at a different time or day. On-line instructions and forms are available at the following web sites: www.bulletin.uga.edu or www.curriculumsystems.uga.edu. **Student Affairs Does Not Manage Final Exam Conflicts.**
 - **Final exams in the Department of Romance Languages are never administered before the assigned time.** If you know now that you cannot be present for the final exam, you cannot take this course. Students with three exams on the same day or two exams at the same time are the only exceptions to this policy.

Academic Honesty

The French 1001-2002 program at the University of Georgia adheres strongly to a program of academic honesty. This means very simply that all the work you do for this class must be your own. Asking classmates for answers to homework assignments violates academic honesty policies at UGA. **Use of translation programs is a violation of academic honesty. It is a violation of academic honesty to receive help of any kind (including proofreading) from anyone but your instructor.** However, the use of a dictionary on homework is allowed, but not always recommended. All assignments that you turn in and all tests that you take must be based on your own knowledge and abilities, or you must document ALL of your sources in an acceptable academic format (ex: MLA style). This includes any information taken from the internet. The only exception to the policy is the occasional group activity done in class; all students who contribute must sign their names. All academic work must meet the standards contained in "A Culture of Honesty." Students are responsible for informing themselves about those standards before performing any academic work. The link to more detailed information about academic honesty can be found at: <http://www.uga.edu/ovpi/honesty/acadhon.htm>

Students with Disabilities

If you have a disability that requires accommodations **you must already have been tested by the University** in order to be eligible for accommodations. Please indicate this to your teacher by presenting her/him with the appropriate forms from Disabilities Services at the beginning of the semester.

Learning a Foreign Language

Learning a foreign language is an exciting undertaking. You open yourself up to new ways to express yourself, to different cultures, and to many other new experiences. Learning a foreign language provides you with a new skill that can be used in numerous circumstances—from interpersonal communication with native speakers, to the ability to read great literature in the original language, to doing business with foreign companies. Thus, language learning can be rewarding on many levels.

There is a mistaken belief, however, that language learning should be easy, that it shouldn't require the same amount of time and preparation required in other disciplines. After all, we don't have to work hard at speaking English! Nothing could be further from the truth than this misconception. Learning a foreign language is a complicated process that necessitates time, effort, and diligence on the part of the learner because we are not surrounded by the new language (and we were when we acquired our native tongue).

Foreign language study requires the same level of preparation as other courses, but the way in which you study is different. First, trying to learn all of the vocabulary and the grammar the night before the test will likely prove disastrous. Repetition and skill building are important, so it's vital that you spend time each night studying and memorizing new vocabulary and structures. Also, it is better to associate the new French word with an image or to create a basic definition in French, rather than translating into English.

Ideally, the classroom should be the place where you put what you've studied into practice and not the place where you talk about what you think you've learned without ever demonstrating any mastery of the material. Also, foreign languages are based on skill building and not on discrete units that can be learned and then forgotten (say like a book you read and that you view as important only for the one test you'll have over it during the semester). You will be recycling grammar and vocabulary during the semester and into the future, if you continue with your study of a foreign language.

And while all of us hate to make mistakes and to look foolish in front of our peers, speaking up in class is one of the best ways to improve your skills. We ALL make mistakes, even your teachers, but it's only in attempting to communicate that we discover whether the recipient of our message understood the words we chose, the grammar we used to string those

words together, and the pronunciation and the intonation we used to utter them.

We want language learning to be fun and interesting, without diminishing the effort that is required to master a foreign tongue. We want you to benefit from the richness that your instructors bring to the classroom. We are fortunate to have such a diverse group of teachers in our department. But we also want to be fair to all students, to prepare them equally (or as much as that is possible) for the next level, and to have similar expectations of all students taking the same level course. For this reason, there are certain rules that everyone follows. And, for this reason, your instructor works closely with others teaching the same level and with the supervisor to create a unified program that strives to meet the needs of our students and to provide them with quality instruction. We don't always get it right the first time, but we take your suggestions seriously and attempt to make modifications where appropriate. We appreciate your thoughtful input and your efforts to learn the language that we all love so dearly! Bonne chance!

Class Participation and Preparation

This grade is based on two factors: 1. evidence that you have prepared for class, 2. active demonstration of your preparedness and willingness to be involved in class activities and discussions. Participation in English does not constitute good participation. Instead, it detracts from the class and will lower your grade.

- **A**= Excellent participation, always well-prepared, virtually no English spoken
- **B**= Good participation, almost always prepared, very little English spoken
- **C**= Fair participation, generally prepared, some English spoken
- **D**= Irregular participation, infrequently prepared, English spoken frequently
- **F**= Little to no participation, infrequently prepared, English spoken consistently

Obviously, your grade is based on a number of factors. The above are general guidelines.

Student Concerns

If you have a concern about your French class, you should do the following:

- First, try to resolve the problem with the teacher of the course. This is best handled in a one-on-one conference during the teacher's office hours and NOT immediately before or after class.
- If this does not solve the problem, contact the French Preceptor, Nannette Mosley (Inmosley@uga.edu) to arrange a meeting.
- If, after having spoken with both the course instructor and the Preceptor, your concerns have still not been resolved, then contact the Supervisor, Dr. Debbie Bell (debell@uga.edu), to discuss the problem with her.

While it might seem as if going "directly to the top" would bring about a swifter resolution to the problem, that is not the case, as those at the top are usually not aware of the situation. This is especially true in instances where the course instructor has not been informed that you are experiencing some sort of problem. Following this process should help you resolve whatever difficulties you are having in the fastest and most efficient way.

Your Teacher's Availability

If you have a specific problem or need help or information pertaining to the course, your teacher will be happy to meet with you in his/her office during posted office hours or at another convenient time. Please do not try to conduct important or lengthy business with your teacher either immediately before or after class. Like you, your teacher will probably have consecutive classes in different parts of the campus and will need to leave class punctually to get there. Your teacher is required by the University to have three office hours per week. At these times your teacher must always be in his/her office to talk to you in person or by telephone. An appointment is not necessary to meet with your teacher during these office hours, although it can be helpful to inform him/her that you're coming so that s/he doesn't make an appointment with another student for the same time. Your teacher should tell you his/her office hours on the first day of class. Additionally, all teachers in the French program are required to provide you with an e-mail address at which they can be contacted. This information—office hours and e-mail addresses—is also available at the reception desk in Gilbert Hall and on the Romance Languages web page (www.rom.uga.edu). If you experience problems regarding your teacher's availability, please contact the French Preceptor (Nannette Mosley) immediately.

Tutoring

If you need extra help, the University provides free tutoring (542-7575). There are also people who will tutor you for a fee; inquire at the reception desk in Gilbert Hall or call 542-1075. It is very difficult to arrange for these services at the last minute, especially just before exams, so please plan for them in advance. Please note: your own teacher **cannot** tutor you for a fee, but s/he must be available to you for help during his/her office hours. However, it is not feasible for your teacher to devote all of his/her office hours to giving extra help to one student. If you find you are having difficulties, first talk to

your teacher, then consider getting a tutor (either free or paid).

Oral Assessments

In addition to the informal assessments of your progress that you will receive on a regular basis in both the classroom and the lab, your spoken French and your listening comprehension will be evaluated formally on two separate occasions during the semester (see dates on syllabus). Your overall speaking ability (including your intonation), as well as your comprehension of spoken French will be tested during the oral exam at the end of the semester. Diligently doing your activities from MyFrenchLab is one of the best ways to prepare for these assessments. You can also go to the LRC on your own time for additional speaking and listening practice.

Written Work

This grade consists of assignments given throughout the semester to guide you in preparing for class. Handouts, assignments from the workbook, quizzes, or other tasks that the teacher deems appropriate are included here. You should have AT LEAST ONE graded *homework* assignment weekly. This is the MINIMUM; some teachers will give more and will grade other assignments as well.

Department of Romance Languages Grading System

NUMERIC GRADE	LETTER GRADE	GPA	NUMERIC GRADE	LETTER GRADE	GPA
100-93	A	4.0	79-77	C+	2.3
92-90	A-	3.7	76-71	C	2.0
89-87	B+	3.3	70-68	C-	1.7
86-83	B	3.0	67-60	D	1.0
82-80	B-	2.7	60-0	F	0

French Table

French Table provides a friendly environment in which students and other Francophiles can speak French together. All are welcome to participate. French Table is held weekly on Thursdays at 4:30pm at The Globe (Clayton & Lumpkin Sts. near the Georgia Theater).

Other Guidelines

1. All cell phones should be turned OFF (NOT on vibrate or silent). There should be no texting during class. Your instructor reserves the right to mark you absent in the event that you are texting in class.
2. NO laptop computers are permitted. If you bring your laptop to class, it must remain in your bag or backpack and should not be turned on.
3. Your instructor will likely have his/her own policies in addition to those listed here.

NB: The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

FREN1001		Course Syllabus		Fall 2009
Date		Material to be covered in class		
		Pages to prepare in <i>Chez nous</i> BEFORE class (Written HW will be addressed separately)		
AUG	17M	Introduction to class		
	18T	pp. 3-7		
	20R	pp. 7-12		
	21F	pp. 13-17		
	24M	pp. 18-22		
	25T	pp. 23-27		
	27R	pp. 31-35		
	28F	pp. 36-41		
	31M	pp. 42-46		
SEP	1T	pp. 46-50		
	3R	pp. 51-57		

	4F	pp. 57-59
	7M	Labor Day Holiday; No classes
	8T	pp. 60-65
	10R	TEST #1 (Chapitre Préliminaire, Chapter 1)
	11F	pp. 69-72
	14M	pp. 73-77; Bring 3 possible oral presentation topics to class
	15T	pp. 78-79
	17R	pp. 80-84
	18F	pp. 84-88
	21M	pp. 89-92
	22T	pp. 92-97
	24R	pp. 98-103
	25F	TEST Chapter 2
	28M	pp. 107-110
	29T	pp. 110-114
OCT	1R	pp. 115-119
	2F	pp. 119-123
	5M	pp. 124-124-128
	6T	pp. 128-132
	8R	pp. 133-139
	9F	MIDTERM
	12M	pp. 143-146
	13T	pp. 146-150
	15R	pp. 151-152
	16F	pp. 153-158 Paragraph summary of oral presentation due
	19M	pp. 158-161
	20T	pp. 162-166
	22R	pp. 166-170 Midterm withdrawal deadline; last day to withdraw with a "W."
	23F	pp. 170-177
	26M	TEST Chapter 4
	27T	pp. 181-188
	29R	pp. 188-190
	30F	FALL BREAK
NOV	2M	pp. 191-196
	3T	pp. 196-198
	5R	pp. 198-201
	6F	pp. 202-206
	9M	pp. 206-208
	10T	pp. 208-211
	12R	pp. 212-217
	13F	TEST Chapter 5
	16M	Oral presentations
	17T	Oral presentations
	19R	Oral presentations

	20F		pp. 221-226
	23-27		HOLIDAY (Thanksgiving)
			Oral exams this week.
	30M		pp. 226-231
DEC	1T		pp. 232-235
	3R		pp. 235-240
	4F		pp. 241-248 ALL Sections: Course evals (details to follow) Requests for exam change due (for those with 3 exams on same day or 2 exams at same time)
	7M		pp. 249-255
	8T		Exam review (specific assignment TBA) (Friday class schedule)
	9W		Reading Day: No class

NB: The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.



Final Exam: DEC. 11; 7:00-10:00PM



- Final examinations in the Department of Romance Languages are never administered before the assigned time. If you know now that you cannot be present for the final exam, you cannot take this course.
- The final exam may be postponed and an incomplete granted only in emergency situations. Consult the *Undergraduate Bulletin* for the rules.
- Final Exam conflicts are managed by the Office of Curriculum Systems (542-6358). Students scheduled for three exams on the same day or two exams at the same time may petition to reschedule one exam at a different time or day. On-line instructions and forms are available at the following web sites: www.bulletin.uga.edu or www.curriculumsystems.uga.edu. Student Affairs Does Not Manage Final Exam Conflicts.