

FRIT F250

Summer

2009

Course

Information

and Policies



COURSE DESCRIPTION:

French F250 is designed for students who have completed the equivalent of three semesters of university French. The focus of this course is to sharpen students' skills in listening, reading, speaking and writing in French and to deepen their knowledge of French and Francophone language, literature and culture.

TEXT/MATERIALS: (available at IU bookstore or at TIS)

1) *Sur le vif*. Hannelore, J. & Tufts, C. 4th Edition (2006). Boston: Thomson-Heinle. (Textbook only).

2) **Course packet.** (Additional readings will be made available by your instructor through your F250 website).

COURSE OBJECTIVES:

Through a variety of literary genres, students will expand reading skills in French, increase working vocabulary and knowledge of Francophone cultures, and be introduced to the basics of literary analysis. Students will also review and expand their knowledge of fundamental structures of the language.

After completing F250, students should be well prepared to continue on to F300 (Reading and Expression in French). Students completing F250 may wish to consider a [minor](#) (four additional classes beyond F250) or a [major](#) in French. The IU French program also supports and encourages student participation in the many excellent study abroad options offered through the [Office of Overseas Study](#) in various French-speaking countries including France, Quebec, and Senegal. Click [here](#) for France and Quebec program descriptions. Click [here](#) for a description of the Dakar, Senegal program.

GRADING/GRADE DISTRIBUTION:

Grades are calculated according to the scale below. Grades are *not* curved. There is normally **no extra credit** offered in F250; however, extra credit is occasionally offered when exceptional cultural opportunities present themselves, or for participation in authorized linguistic studies.

A+ 975-1000 points	B+ 875-894	C+ 775-794	D+ 675-694
A 925-974	B 825-874	C 725-774	D 625-674
A- 895-924	B- 795-824	C- 695-724	D- 595-624
			F 0-594
TOTAL = 1000 points			

Grades for French F250 will be distributed among the following categories:

Class Participation/Attendance (6 weeks x 25 points)	150 points
Homework/quizzes (average of 20 points weekly)	180 points
Mid-semester exams (2 @ 150 points each)	300 points
Compositions (3 @ 40 points)	120 points
Oral presentation (2 @ 50 points)	100 points
Final Exam	150 points

ATTENDANCE/PARTICIPATION/PREPARATION:

- Regular oral practice is essential for improving proficiency in a foreign language, and thus attending class and participating actively on a daily basis are necessary for a student's success in F250. Instructors will record a daily participation grade for each student and average the daily grades to determine each student's weekly participation grade. (See participation guidelines below.)
- Tardiness will not be tolerated; late arrivals distract other learners, as well as diminish a student's own participation. Students are also expected to refrain from eating, drinking, and chewing gum in class, as these activities inhibit a person's ability to speak French. Such activities may result in a lowered weekly participation grade.
- Being prepared for class entails completing the assigned homework and bringing it to class each day.
- Instructors and students can reasonably expect each other to be in class on a daily basis. If the instructor does not arrive for class and no explanation is posted, (either on the classroom door or on the blackboard), students should send a

representative from the class to the Department of French and Italian (Ballantine Hall 642) to consult an administrative staff member.

PARTICIPATION GUIDELINES:

The following are general guidelines the instructor will follow in assigning the weekly participation grade. Exact participation points within the specified ranges are assigned based on individual instructor expectations. A student assigned a grade of "8.5", for example, but expecting a grade of "9" or "10", should talk to the instructor about his or her participation expectations for receiving a higher participation grade.

- **9-10 points** -- Used only French and spoke often during class period. Participated actively and was a leader in group work. Volunteered very often and contributed to class discussion in a meaningful way. Listened attentively and responded to others. Was very well-prepared for class.
- **8-8.5 points** -- Used almost exclusively French and spoke often during class period. Participated actively in group work. Volunteered quite often and contributed to class discussion in a meaningful way. Listened attentively and responded to others. Was well-prepared for class overall.
- **7-7.5 points** -- Used mostly French but used English on occasion. Spoke fairly often during class period. Participated actively in group work. Volunteered occasionally. Listened and responded generally to others. Was mostly prepared for class.
- **5-6.5 points** -- Used quite a bit of English on several occasions during group work and/or whole class discussion OR didn't speak often. Not very engaged in group activities. Did not volunteer during classroom discussion. Seemed quite unprepared for class.
- **0-4.5 points** -- Used more English than French OR did not speak during class. Was not engaged in group activities and/or was distracting to others or got off-topic during group activities. Chatted with classmates, did homework, slept, read the news or daydreamed during class activities. Obviously did not prepare at all for class.

TARDINESS/ABSENCES:

- Students are expected to be on time. **Three** late arrivals will count as an absence in the final grade calculation. In the case of a student behaving in a disruptive or uncivil manner, the instructor reserves the right to assign a participation grade of "0" to that student for the day.
- If you must miss class for any reason, you will still be responsible for all assignments due on that day. You are advised to email your instructor immediately if you must be absent from class and, if at all possible, arrange to have someone drop off your homework the day it is due. **Absences from class may be excused and you will have an opportunity to make up class work only if written, verifiable documentation is presented to the instructor the next class day.** **NOTE:** To document an illness you must show proof that you were

- seen by a doctor or were in the hospital on the day(s) missed. A note saying that you simply presented at the health center, but were not seen, does not count.
- If you plan to miss class for a religious holiday you must submit a [request for accommodation for religious observances](#) to your instructor, prior to your absence.
 - Participation in class activities is an essential part of learning a foreign language, thus **after a total of 2 weeks of absences (6 missed day-section classes or 4 missed night-section classes) you will not be able to make up any participation points.** You may still make up homework if the absence is excused, but will lose your participation points.

HOMEWORK:

The syllabus calendar lists the material to be covered in class each day. Individual instructors will assign homework each day to be prepared and completed for the following class. Students are expected to prepare the assigned lesson, **in advance** of each class period (both reading over what will be covered "en classe" and completing exercises assigned as "devoirs"). **Late homework is NOT accepted without a valid, documented excuse.**

Students should expect to turn homework in about once a week, and instructors may collect homework that is due on a particular day *without* announcing it in advance. Homework assignments are at the instructor's discretion, and may include the following items:

- **exercises from the *Sur le Vif* textbook or the course packet** turned in for a grade
- **mini quizzes** (announced or unannounced)
- **other assigned readings, grammar exercises, web assignments, etc.** (linked to the syllabus calendar or given to you by your instructor)
- **homework checks** (verifying that students have completed assignments)

EXAMS/QUIZZES:

There will be **two mid-semester exams and a final exam** covering both grammar, vocabulary, and reading material.

Should a student need to miss an exam or quiz for a valid, documented reason, the student must contact his/her instructor **before** the exam date, if it is known ahead of time that the student will be absent, or **no later than 48 hours after the missed exam.** The student must present **written**, verifiable proof of an urgent reason (such as illness or family emergency) for missing the quiz to the instructor who will confirm the documentation with the course supervisor, Kelly Sax (ksax @indiana.edu). For example, in the case of illness, the student will need a doctor's note indicating an office visit on the day of the exam or an earlier visit with an indication of need to miss school on the date of the exam. There can be **no exceptions** to this policy, out of fairness to all students in basic French courses. The F250 course supervisor must authorize all make-up exams.

WRITING PORTFOLIO

Students should purchase a flat cardboard folder into which all written work will go. Over the semester students will compose a total of 8 short written assignments based on the poems, songs, and short stories included in the syllabus. Written assignments will range from simply describing or paraphrasing a text's content, to expressing and supporting an opinion about the text, to illustrating or otherwise creating an artistic representation of the piece and explaining the relationship of your artwork to the text, and finally to analyzing and interpreting a text's themes and meaning. Written assignments will be graded equally on 4 areas: content, organization, vocabulary, and grammar. In consultation with the instructor, students will select FOUR assignments to revise and significantly expand upon (these assignments should contain 50% more new content).

ASSISTANCE WITH WRITTEN WORK: Students may use their textbooks, dictionaries, and grammar references in preparing assignments, as well as consulting their instructor. However, with the exception of help from the student's instructor and/or in-class activities such as peer editing, **OUTSIDE ASSISTANCE IS NOT ALLOWED** on graded assignments in French 250 (that is, **tutors, friends, native speakers, electronic and/or computer-assisted translators, translating programs, spell/grammar checkers**, etc.) and is considered **cheating**.

ABOUT THE USE OF TRANSLATION PROGRAMS:

The use of computer or on-line translation programs is **NOT** permitted for writing assignments in F250 and is considered **cheating**. As opposed to dictionaries and grammar references, these programs are not a learning tool because they simply provide a translation, rather than allowing you to choose among various words/tenses, etc. to come up with the best translation on your own. Moreover, translation programs produce inaccurate, incorrect translations, and are notoriously easy to identify. Students will learn far more by doing their own work than by risking serious academic consequences.

ACADEMIC HONESTY: As in all cases of cheating, if it is found that a student has used any outside assistance, a Student Academic Misconduct report will be filed with the Office of Student Ethics, and a copy will be placed in the student's academic records, as per the university policy on [cheating](#). Further action may be taken, depending on past or subsequent disciplinary action taken by the University, and may include Disciplinary Probation, Suspension from the University or Expulsion from the University. For full information, see the [Indiana University Code of Student Rights, Responsibilities and Conduct](#).

The Department of French & Italian fully supports and adheres to all university policies and procedures regarding academic misconduct (cheating, fabrication, plagiarism, interference, etc.), and does not tolerate instances of student incivility in the classroom. Any instances of academic and/or personal misconduct may result in sanction.

INCOMPLETE GRADES:

A grade of Incomplete (I) is rarely assigned in F250. An incomplete will only be allowed as an option in cases where an unexpected, severe situation – such as a personal or

medical emergency – prevents the student from completing the final major assignment(s) of the course. An incomplete is not assigned based on a student's inability to make up past missed work, whether or not a medical or personal issue is the cause. Students who chronically fail to submit graded assignments over the course of the semester should either drop the course or request a withdrawal. An incomplete will only be assigned for fully documented and verifiable reasons which prevent the completion of the course.

DISABILITIES/SPECIAL NEEDS: The Department of French & Italian works closely with the Office of Disability Services for Students to provide accommodations to students with learning and/or physical disabilities. If you are seeking accommodations, please obtain the information letter from OFSS in Franklin Hall 096, and then make an appointment to see Kelly Sax, the French Language Coordinator. Please contact Kelly Sax by email or phone at: ksax @indiana.edu or 855-1254. In order for us to make appropriate and adequate accommodations, we must receive the request by the end of the first week of classes.

F250 COURSE SUPERVISOR: Any questions or concerns about F250 not addressed by your instructor can be forwarded to the F250 course supervisor: Dr. Kelly Sax, Ballantine Hall 636, (Email: ksax) or by telephone at (812) 855-1254.