

**Western University
Department of French Studies**

FRENCH 1002

COURSE OUTLINE

2013-2014

You can print this document and fill in instructor information.

Prerequisite: Permission of the Department based on the Placement Test.

Antirequisite: Former versions of 1002, Grade 11U French or equivalent.

Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites. – from Western's *Academic Handbook*

Instructor			
name	e-mail	office	hours

Course Director: Paul Venesoen pvenesoe@uwo.ca

COURSE DESCRIPTION

French 1002 (Beginner) is an intensive course designed for students with little or no experience of French. This course works in conjunction with French 1010 (Intermediate) to prepare students for first-year university French, (French 1910 or 1900E), and possible DELF A1 or A2 certification*.

French 1002 begins in English with the basics of grammar and its terminology. We then move on to an active learning approach, calling on you to use your critical thinking skills and participate actively in the process of discovering the French language. This will include listening, reading, writing and speaking in French. We will cover Chapters 1-10 of our textbook in French 1002. There is a weekly Language Laboratory session which supplements in-class instruction. French 1010 picks up where 1002 leaves off and covers the second half of the textbook.

COURSE OBJECTIVES

By the end of the course, students will be expected to:

- be able to recognise and identify basic parts of speech.
- understand and use familiar everyday expressions and basic phrases in French aimed at the satisfaction of needs of a concrete type.
- introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has.
- interact in a simple way if the other person talks slowly and clearly and is prepared to help.

* Students who continue on to French 1010 and successfully complete that course may be skilled enough to write either the DELF A1 or A2 French proficiency test in order to obtain a diploma certifying your French language skills. The *Diplôme d'Études en Langue Française* is a certification of French-language abilities for non-native speakers of French. These lifelong diplomas are officially awarded by the French Ministry of Education. Please consult <http://www.uwo.ca/french/undergraduate/langcourses.html> for more information.

REQUIRED MATERIALS:

1. En bons termes package, Parmentier, Potvin, 9th edition, (Pearson)

The package contains the following 2 components:

- (1) En bons termes Textbook
- (2) myfrenchlab Access Card

2. French 1002 Coursepack, 2013/2014 - Available at UCC Bookstore.

Note: It is not recommended for students to purchase a used copy of *En bons termes* 8th edition. Some of the individual exercise questions/answers are different, and you will not have access to the publisher's online site (*myfrenchlab*) for the textbook.

DISTRIBUTION OF MARKS:

5 Chapter Tests @ 7%	35%
2 Listening Comprehension Tests @ 5%	10%
1 Oral Test	5%
1 Final Composition	5%
Class Attendance and Participation	10%
Lab Attendance and Participation	5%
Final Exam	30%
Total	100%

DESCRIPTION OF PROGRAM:

CHAPTER TESTS - 50 minutes (5x7% = 35%)

- There will be 5 Chapter Tests, each worth 7%. Tests will concentrate on the most recently covered material in the **two** previous chapters but they are cumulative, which means material from past chapters can be used in subsequent Chapter Tests. Each Test will use various types of questions similar to those found in the textbook and the Coursepack. A Test Outline will be available before each Chapter Test.

Review Quizzes available at the end of each Chapter are not for marks.

LISTENING COMPREHENSION TESTS - 30 minutes (2x5% = 10%)

- There will be 2 Listening Comprehension Tests, each worth 5%. The Tests are administered in the Language Learning Centre once per term. The format will include a dictation and some oral translation exercises.

ORAL TEST - 10 minutes (5%)

- An Oral Test given at the end of the second term. Each student will set up a 10-minute interview with the instructor, scheduled during regular class time. The Oral Test will consist of a reading of the Composition, followed by some specific and general questions.

FINAL COMPOSITION (5%)

• A short Composition is due at the end of the second term. The Composition is an integral part of the Oral Test. The subject and length is as follows:

La fin des cours! Donnez votre opinion des cours, de vos amis et de l'année en général. Expliquez vos projets pour l'été.

(a variety of tenses)

150 words, every other line.

Important Note: The composition is to be done **on your own**. You may use as many dictionaries as you want, but **you cannot have any outside help**, not even for proofreading.

- Please make sure you write the minimum amount of words for the composition, as there is a penalty for compositions that are too short.
- As the Composition is an integral part of the Oral Test, a 2% per working day penalty for late submission will apply *plus* a 40% automatic penalty in the Oral Test mark if you do not have your Composition ready on the day of your Oral Test.

CLASS AND LAB ATTENDANCE AND PARTICIPATION (10% + 5%)

- Regular attendance and active participation in class and in the Language Learning Centre are essential ingredients for success in any language course. We assume you are studying French because you want to listen, speak and interact with others using the language. A credit in French 1002 signifies not just that you have passed written examinations, but that you have “experienced” the language in class and in the lab for a certain number of hours.
- Attendance for each class and lab session will be recorded, so it is important to **arrive on time** and **stay until the end of class**.
- Each **unjustified** one-hour class or lab absence will result in a deduction of 0.5% from the Attendance and Participation mark, and a two-hour class absence results in a 1% deduction. If you miss 20 hours or more of class time or 10 hours or more of lab time during the academic year, your Attendance and Participation mark will be zero. Please advise your instructor in cases of unavoidable absence, such as serious illness or family emergencies. Be prepared to provide documentation to your instructor for justification of short-term absences, (1 to 3 consecutive hours missed), or to your *Home Faculty Academic Counsellor* for long-term absences, (more than 3 consecutive hours missed).
- **Important Note:** If you miss a *Chapter Test*, a *Listening Comprehension Test* or your *Oral Test* appointment, **documentation is absolutely required and you will have to see your Home Faculty Academic Counsellor** for evaluation of documentation and academic accommodation.
- Here is the URL for the downloadable *Student Medical Certificate (SMC)*, which should be brought with you to your medical appointment in case of illness:

<https://studentservices.uwo.ca/secure/index.cfm>

You'll find the SMC under the Medical Documentation heading on this page.

• **Please also note the following university regulation:**

“A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- a) A student may be debarred from writing the final examination for failure to maintain satisfactory standing throughout the year.
- b) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course, will be reported to the Dean, (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean, the student will be debarred from taking the regular examination in the course.” – from Western’s *Academic Handbook*

There are cases of French 1002 students failing the course due to excessive absences.

FINAL EXAM - 3 hours (30%)

- A written Final Exam in the April 2014 exam period. There is no exam in the December 2013 exam period.

INFORMATION ON THE LAB COMPONENT

Language Learning Centre, University College, Room 186 and Room 188

Check your timetable for the time and location of the Lab hour for your section.

The Lab component in the Language Learning Centre involves on-line exercises and active communication exercises with your lab instructor. You will also write the *Listening Comprehension Tests* in the lab.

Room 186 can also be used for independent study on a first-come, first-served basis if you want to review any lab material on your own time. Please check the schedule on the door before entering – you cannot use Room 186 if there is a scheduled lab session in progress.

WHAT YOU CAN EXPECT FROM US

As instructors, we commit ourselves to being on time, well-prepared, and available for consultation. We strive to create a classroom atmosphere where each student is respected and feels comfortable participating. We undertake to provide clear guidelines about what is required in the course and to apply these guidelines with fairness to all students in all sections.

WHAT WE EXPECT FROM YOU

In order to help the class and lab function smoothly and to ensure the best possible learning conditions for all, students are asked to exercise courtesy and cooperation in the following ways:

1. **Arrive on time and stay until the class or lab is dismissed.** If you arrive late, please let the instructor know, and make sure you are counted for attendance. If you must leave early for an important reason, please let the instructor know this beforehand.

2. **Raise your hand** to indicate that you have a question or an answer to contribute. Participation is heartily encouraged, but only one person can be heard at a time. Please don't interrupt the instructor or another student who is speaking.
3. **Please don't talk to your neighbours**, even to consult about the lesson. No matter how quietly you are speaking, others, including the instructor, may find it distracting. There will be times when you are asked to work in pairs or in groups. Then, of course, you will be speaking to other students. Once the instructor announces the end of that activity, please stop your individual discussions and return your attention to the class.
4. **Come to class prepared** and equipped with necessary books and completed homework so that you can participate fully, and so that the whole class can progress at a reasonable pace. Be prepared to participate regularly in your language class or lab - you will be speaking aloud and you will interact with other students during certain exercises.
5. **If you have a concern** or dissatisfaction about the course, contact your class representative or make an appointment with your instructor to discuss the matter as soon as possible. All sections of the course receive the same syllabus; thus, many aspects of the course are determined by the course director, not the individual instructors. Your instructor will refer you to the course director if your concern involves a matter that is beyond their jurisdiction.

POLICY ON CELL PHONES AND THE USE OF LAPTOP/TABLET COMPUTERS

- **The use of laptops and tablets is not allowed** in the classroom during the lecture or the lab in any section of French 1002, unless specified by the instructor or for valid, documented medical reasons.
- Please remember to always **switch off your cell phone** before entering any classroom, and please, **no texting or other cell phone activity** during class or lab. Your cooperation is greatly appreciated.

Thank you, and good luck with your year in French 1002!

WEEKLY CLASS PROGRAM - TERM 1

2013

Date	In the Classroom	In the Lab
Week 1 Sept 9-13	<ul style="list-style-type: none"> • Course and Textbook Introduction • Coursepack grammar review 	No Lab
Week 2 Sept 16-20	<ul style="list-style-type: none"> • Chapitre 1 	<ul style="list-style-type: none"> • Introduction to the Lab. • Registration for <i>myfrenchlab</i> • <i>myfrenchlab</i> Pronunciation
Week 3 Sept 23-27	<ul style="list-style-type: none"> • Chapitre 1 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Grammar • PowerPoint 1
Week 4 Sept 30-Oct 4	<ul style="list-style-type: none"> • Chapitre 2 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Pronunciation • Oral Exercises
Week 5 Oct 7-11	<ul style="list-style-type: none"> • Chapitre 2 • Test 1 - Chapitre 1 et 2 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Grammar • PowerPoint 2
Week 6 Oct 14-18	<ul style="list-style-type: none"> • Thanksgiving Holiday Monday • Test correction / Chapitre 3 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Pronunciation • Oral Exercises • No Lab sections 011/017 (Monday)
Week 7 Oct 21-25	<ul style="list-style-type: none"> • Chapitre 3 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Pronunciation/Grammar • Oral Exercises • PowerPoint 3 • No Lab sections 012/013/014 (Wednesday)
Week 8 Oct 28-Nov 1	<ul style="list-style-type: none"> • Thursday / Friday Fall Study Break • Chapitre 3 / Chapitre 4 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Grammar • PowerPoint 3 • No Lab sections 015/016 (Thursday)
Week 9 Nov 4-8	<ul style="list-style-type: none"> • Chapitre 4 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Pronunciation • Oral Exercises
Week 10 Nov 11-15	<ul style="list-style-type: none"> • Chapitre 4 • Test 2 - Chapitre 3 et 4 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Grammar • PowerPoint 4
Week 11 Nov 18-22	<ul style="list-style-type: none"> • Test correction / Chapitre 5 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Pronunciation • Oral Exercises
Week 12 Nov 25-29	<ul style="list-style-type: none"> • Chapitre 5 	<ul style="list-style-type: none"> • <i>myfrenchlab</i> Grammar • PowerPoint 5
Week 13 Dec 2-6	<ul style="list-style-type: none"> • Chapitre 6 	<ul style="list-style-type: none"> • Listening Comprehension Test 1 • <i>myfrenchlab</i> Pronunciation

Important: The Tests will always be held during the third hour of the week:

Sections 002 and 003 - Chapter Tests are scheduled on **Wednesdays**.

Sections 005 and 006 - Chapter Tests are scheduled on **Thursdays**.

Sections 001 and 004 - Chapter Tests are scheduled on **Fridays**.

- No classes on Thanksgiving Monday, October 14th.
- No classes on Thursday, October 31st or Friday November 1st – Fall Study Break
- Friday, December 6th is the last day of classes for the first Term.

WEEKLY CLASS PROGRAM - TERM 2

2014

Date	In the Classroom	In the Lab
Week 14 Jan 6-10	• Chapitre 6 • Test 3 - Chapitre 5 et 6	• LCT returned • <i>myfrenchlab</i> Grammar • PowerPoint 6
Week 15 Jan 13-17	• Test correction / Chapitre 7	• <i>myfrenchlab</i> Pronunciation • Oral Exercises
Week 16 Jan 20-24	• Chapitre 7	• <i>myfrenchlab</i> Grammar • PowerPoint 7
Week 17 Jan 27-31	• Chapitre 8	• <i>myfrenchlab</i> Pronunciation • Oral Exercises
Week 18 Feb 3-7	• Chapitre 8 • Test 4 - Chapitre 7 et 8	• <i>myfrenchlab</i> Grammar • PowerPoint 8
Week 19 Feb 10-14	• Test correction / Chapitre 9	• <i>myfrenchlab</i> Pronunciation • Oral Exercises
Feb 17-21	• Reading Week	No Lab
Week 20 Feb 24-28	• Chapitre 9	• <i>myfrenchlab</i> Grammar • PowerPoint 9
Week 21 Mar 3-7	• Chapitre 10	• <i>myfrenchlab</i> Pronunciation • Oral Exercises
Week 22 Mar 10-14	• Chapitre 10 • Test 5 - Chapitre 9 et 10	• <i>myfrenchlab</i> Grammar • PowerPoint 10
Week 23 Mar 17-21	• Test correction / Exam Review	• Listening Comprehension Test 2
Week 24 Mar 24-28	• Exam Review	• LCT returned • Oral Exercises
Week 25 Mar 31-Apr 4	• Exam Review • Oral Tests	No Lab
Week 26 Apr 7-8	• Oral Tests	No Lab

Important: The Tests will always be held during the third hour of the week.

Sections 002 and 003 - Chapter Tests are scheduled on **Wednesdays**.

Sections 005 and 006 - Chapter Tests are scheduled on **Thursdays**.

Sections 001 and 004 - Chapter Tests are scheduled on **Fridays**.

- No classes for Reading Week, February 17th to 21st.
- Tuesday, April 8th is the last day of classes for the second Term.

IMPORTANT ACADEMIC AND ADMINISTRATIVE INFORMATION

1. **Plagiarism, Cheating and Other Scholastic Offences**

- UWO statement on plagiarism: “Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:
<http://www.uwo.ca/univsec/handbook/appeals/scholoff.pdf>. [1]
- The Department of French Studies considers plagiarism, defined as “the act or instance of copying or stealing another’s words or ideas and attributing them as one’s own” (cited from *Black’s Law Dictionary* in UWO Scholastic Offence Policy [2]), to be a serious scholastic offence and will apply the UWO policy to deal with all cases detected.
- Sometimes students commit plagiarism without being fully aware they are doing so. It is each student’s responsibility to become informed about what constitutes plagiarism and to take steps to avoid committing this scholastic offence by learning how to make proper use of sources. If you are uncertain about how to acknowledge sources you have used, consult your instructor before submitting the assignment. The UWO Ombuds Office publishes a useful guide that will help you avoid committing a mistake of this nature that could have serious consequences. [3]
- Please note the following UWO statement on plagiarism checking: “All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (www.turnitin.com).” [1]
- Other forms of academic dishonesty, including but not limited to cheating on tests and examinations, will also be dealt with seriously according to the terms of University policy.
- Please note that when evidence of a scholastic offence is detected, it is the Chair of the Department (or designate) who directs the investigation, and who makes a finding and imposes a penalty if the student is found to be guilty. The policy [2] outlines the process for appealing a Chair’s decision.

2. **Prerequisites and Antirequisites**

- UWO Statement on requisites: “Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.” [1]
- Please note that you are responsible for ensuring that you have successfully completed the prerequisites for this course. Lack of prerequisites cannot be used as grounds for an appeal. You are responsible for ensuring that this course is not an anti-requisite for another course you have already taken.
- The French Placement Test is a mandatory requirement for any student taking a French course for the first time at Western who has not successfully completed Grade 12U French. You must submit the results of the test to the Department of French Studies office so that they will appear on your academic record. The Department of French Studies reserves the right to place you in a course that is appropriate to your level, based on the level of secondary school French you have completed. For example, if you

have completed grade 12U French, you will not normally be eligible to enroll in French 1002 or 1010.

- Under no circumstances will a student will be allowed to take a language course in the series 1002, 1010, 1900E/1910, 2900, 2905A/B-2906A/B or 3900, concurrently with another language course that is a prerequisite for it.
- 3. Where to Go for Help**
- The website of the Office of the Registrar is a valuable resource for information about many administrative aspects of your studies at Western: <http://www.registrar.uwo.ca/>
 - If you have any concerns about your progress with the academic material in a course, you should not hesitate to contact your instructor.
 - For advice on courses and programs / modules offered by the Department of French Studies, you should inquire at the Department office (UC 138) to find out the office hours of our academic advisors, who will be pleased to counsel you on your options.
 - If, due to circumstances beyond your control such as illness, you have to miss class for an extended period and/or you cannot meet assignment deadlines or write tests/exams at the scheduled times, you should arrange to submit documentation of the circumstances to the academic counseling office of your Home Faculty.
 - If you are feeling extremely stressed out or overwhelmed by your studies and/or personal circumstances, or if you feel you might be suffering from depression, the University has services to help you. Students who are in emotional/mental distress should refer to Mental Health@Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help. After hours, contact the London Mental Health Crisis Service at: (519) 433-2023. The Academic Counsellors in your Home Faculty can also direct you to services where you can get assistance.
- 4. Accommodations for Work Missed Due to Problems**
- Students are required to respect all deadlines for submission of assignments and to write tests, mid-terms and exams on the scheduled dates, unless circumstances beyond their control prevent them from doing so.
 - Please take note of the UWO Policy on Accommodation for Medical Illness: <http://www.uwo.ca/univsec/handbook/appeals/medical.pdf>, downloadable Student Medical Certificate (SMC): <https://studentservices.uwo.ca> under the Medical Documentation heading. According to this policy, students seeking academic accommodation on medical grounds for any missed tests, exams, participation components and/or assignments worth 10% or more of their final grade must apply to the Academic Counselling office of their home Faculty and provide documentation. Academic accommodation cannot be granted by the instructor or department. Please note that in all courses offered by the Department of French Studies, this same requirement will also apply to assignments worth less than 10% of the final grade.
 - No term work may be submitted after the last day of classes for a course unless the student has successfully petitioned for Incomplete Standing on the basis of documentation submitted to the Academic Counselling office of her or his Home Faculty, with the approval of the Dean's Office, the Department, and the instructor.
 - Final examinations must be written at the scheduled time unless formal alternative arrangements for a Special Examination have been approved (by the instructor, the Department and the Home Faculty Dean's Office) based on valid documented grounds.
 - Academic accommodation is given for Religious Holidays – students should be careful to check the policy well in advance and be sure to follow the proper steps outlined in the University Calendar. [4]

5. **Debarment from Final Examination for Excessive Unjustified Absence**

- With the exception of distance studies and on-line courses, attendance in all classes is an obligatory component of all courses in the Department of French Studies.
- The UWO Handbook of Academic and Scholarship Policy [5] states the following: *Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.*

6. **Academic Appeals**

- The UWO Handbook of Academic and Scholarship Policy sets out the policy for grade appeals [6]
- Students should note that the first step to take if they wish to contest a mark is to discuss the matter with the instructor. A student who wishes to pursue an appeal after consulting the instructor must appeal in writing to the Undergraduate Chair of the Department of French Studies, Dr. Karin Schwerdtner, kschwerd@uwo.ca.
- Instructors in the Department of French Studies will **not** entertain requests to have a mark increased when the request is based solely on a student's alleged need for a better mark for external reasons (e.g. maintaining a scholarship or gaining admission to a professional school or other academic program). In order to be given consideration, any academic appeal or informal request for reconsideration of a grade must be based on appropriate grounds of the kind set out in the UWO appeals policy.

7. **References**

- [1] <http://www.uwo.ca/univsec/handbook/exam/crsout.pdf>
[2] <http://www.uwo.ca/univsec/handbook/appeals/scholoff.pdf>
[3] <http://www.uwo.ca/ombuds/student/cheating.html>
[4] http://www.uwo.ca/univsec/handbook/appeals/accommodation_religious.pdf
[5] <http://www.uwo.ca/univsec/handbook/exam/attendance.pdf>
[6] <http://www.uwo.ca/univsec/handbook/appeals/appealsundergrad.pdf>
<http://www.uwo.ca/univsec/handbook/appeals/appealsgrad.pdf>