

**Département d'études françaises**  
**Western University**  
**FR 3200**  
**Français des affaires**  
**2017-2018**

Salle: UCC 65  
Horaire: le jeudi de 18h30 à 21h30  
Professeur: Chantal Dawar, [cdawar2@uwo.ca](mailto:cdawar2@uwo.ca), A&HB 3B16  
Heures de bureau: le jeudi de 10h30 à 12h30 et sur rendez-vous

**PREREQUISITES / ANTIREQUISITES**

**Préalable:** 1.0 cours parmi Fr 2905A, Fr 2906B, Fr 2907A, Fr 2900, ou Permission du Département d'études françaises.

**Antirequis:** Fr 3201E (Distance Studies)

Le cours Fr 3200 est un 1.0 crédit de cours qui peut être utilisé en vue de l'obtention du **Certificat de français des affaires et du Diplôme de français des affaires:**  
<http://www.uwo.ca/french/undergraduate/busfrench.html>

**Note: It is the student's responsibility to check the course prerequisites and antirequisites.**  
Unless you have either the requisites for this course or written special permission from the Department of French Studies 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.

**COURSE DESCRIPTION AND PEDAGOGICAL OBJECTIVES**

Le cours Fr 3200 est un cours de perfectionnement de la langue française. L'objectif du cours est d'acquérir un vocabulaire commercial et économique ainsi que des outils d'expression orale et écrite permettant d'évoluer de façon efficace dans un environnement professionnel. Ce cours traite de la vie socio-économique et des affaires, principalement au Canada et en France.

Ce cours ne nécessite aucune connaissance préalable en commerce ou en économie. Par contre, une bonne compréhension du français écrit et des connaissances de grammaire correspondant au niveau des cours de langue de 2<sup>e</sup> année sont indispensables. L'expression écrite représente une partie importante de l'évaluation. La grammaire compte pour minimum 50% de l'évaluation des tests, des devoirs, et de l'examen final.

**COURSE MATERIALS**

- Les notes de cours et les exercices sont disponibles en ligne sur le site du cours (OWL). Il n'y a rien à acheter.
- Ouvrage conseillé (pas obligatoire): *Vocabulaire progressif du français des affaires*, Jean-Luc PENFORNIS, CLE International, 2004 + *Corrigés*

## METHODS OF EVALUATION

- **5 quizzes (5 x 1%)** **5%**  
*Quizzes take place at the end of class.*  
*Quiz dates are not announced in advance.*  
*Your lowest three quiz marks (out of 8 total) will be dropped.*  
*Best 5 quizzes counted at 1% each = 5%*  
*Quizzes may not be rescheduled or retaken for any reason.*  
*Missed quizzes result in a mark of 0% (zero), without exception.*
- **Présentation orale sur un sujet au choix** **20%**
- **Tests (2 x 20%)** **40%**
- **Examen final** **35%**

## CALENDAR

<b>Semaine</b>	<b>Contenu du cours et Tests</b>
11 septembre	Objectifs du cours. Introduction générale au contenu du cours.
18 septembre	Module 1: L'entreprise
25 septembre	Module 1: L'entreprise
2 octobre	Module 1: L'entreprise
9 octobre	<i>Semaine de lecture (Fall reading week)</i>
16 octobre	Module 1: L'entreprise
23 octobre	Module 2: Les ressources humaines
30 octobre	Module 2: Les ressources humaines
6 novembre	Module 2: Les ressources humaines
13 novembre	<b>TEST 1 (20%) le jeudi 16 novembre (modules 1 et 2)</b>
20 novembre	Module 3: La production
27 novembre	Module 3: La production  November 30: Last day to drop a full course and full year half course without academic penalty.
4 décembre	Module 3: La production
8 janvier	Module 4: Le marketing
15 janvier	Module 4: Le marketing
22 janvier	Module 4: Le marketing
29 janvier	Module 4: Le marketing

5 février	Module 5: Achat et vente
12 février	<i>Semaine de lecture</i>
19 février	Module 5: Achat et vente
26 février	Module 5: Achat et vente
5 mars	<b>TEST 2 (20%) le jeudi 8 mars (modules 3, 4, et 5)</b>
12 mars	Module 6: Argent et finance
19 mars	Module 6: Argent et finance
26 mars	Module 6: Argent et finance
2 avril	Module 6: Argent et finance

### Use of Electronic Devices

All electronic devices are allowed in class. No electronic devices are allowed during quizzes or tests in class.

### Policy on Accommodation for Medical Illness:

[http://www.uwo.ca/univsec/academic\\_policies/rights\\_responsibilities.html](http://www.uwo.ca/univsec/academic_policies/rights_responsibilities.html)

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. 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.

A downloadable Student Medical Certificate can be found here:

[http://www.uwo.ca/univsec/academic\\_policies/rights\\_responsibilities.html](http://www.uwo.ca/univsec/academic_policies/rights_responsibilities.html)

### Support services

Students who are in emotional/mental distress should refer to Health and Wellness website [http://www.health.uwo.ca/mental\\_health](http://www.health.uwo.ca/mental_health) for a complete list of options about how to obtain help.

### Statement on Plagiarism, Cheating and other Scholastic Offences

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence in the Academic Handbook available on the Academic Calendar website, here: <http://www.westerncalendar.uwo.ca/2016/pg113.html>

**Debarment from writing the final examination**

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

- 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- 2) 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. (“Attendance Regulations for Examinations : [http://www.uwo.ca/univsec/academic\\_policies/examinations.html](http://www.uwo.ca/univsec/academic_policies/examinations.html))

**Important Academic Information for Students Taking Courses in the Department of French Studies**

[http://www.uwo.ca/french/undergraduate/counselling/academic\\_information/index.html](http://www.uwo.ca/french/undergraduate/counselling/academic_information/index.html)