



Western Arts & Humanities

Department of French Studies French 3907A – Writing texts

Course outline for Fall 2021



Although this academic year might be different, Western University is committed to a **thriving campus**. We encourage you to check out the [Digital Student Experience](#) website to manage your academics and well-being. Additionally, the following link provides available resources to support students on and off campus: <https://www.uwo.ca/health/>.

1. Technical Requirements:



Stable internet connection



Laptop or computer



Working microphone



Working webcam

2. Course Overview and Important Dates:



Delivery Mode	Dates	Time
Online	Wednesdays	6:30pm – 9:30pm

*Details about design and delivery of the course are listed below in Section 4

Classes Start	Reading Week	Classes End	Study day(s)	Exam Period
September 8	November 1 - 7	December 8	December 9	December 10 - 21

* November 12, 2021: Last day to drop a first-term half course or a first-term full course without penalty

3. Contact Information



Course Coordinator	Contact Information
Dr. Laté Lawson-Hellu	OWL message to: Lawson-Hellu(lawsonh)

4. Course Description and Design

Prerequisites

Two 0.5 credits from French 2905A/B, French 2906A/B, French 2907A/B (or French 2900) or permission of the Department based on the Placement Test. (*Antirequisite*: French 3900)

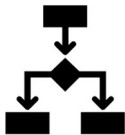
Description

This course will enable students to improve their written communication skills in French. The emphasis will be placed on the practical development of writing abilities through in-class exercises, and a review of the principles of composition, of various rhetorical styles (description, narration, argumentation, etc.) and of writing mechanics. / L'objectif de ce cours est de permettre aux étudiants d'améliorer et de perfectionner leur usage de la langue française à l'écrit. À travers l'étude de textes de genres variés et provenant de tous les horizons de la francophonie, l'analyse du discours, l'enrichissement du vocabulaire, l'apprentissage de la stylistique et des structures grammaticales de la langue française, les étudiants pourront développer leurs compétences communicatives. Tout en explorant les enjeux du texte, les étudiants seront amenés à mettre en pratique les notions apprises au moyen de divers exercices d'écriture.

Manuel

Maria Popica, Isabelle Ste-Marie, *Paragraphes : Pratiques de rédaction*, Anjou, Les Éditions CEC, 2014. ISBN 978-2-7617-6767-5 (https://www.editionscec.com/qc_en/paragraphes.html)

Maria Popica, Isabelle Ste-Marie, *Paragraphes : Pratiques de rédaction, Corrigé*, Anjou, Les Éditions CEC, 2014. ISBN 978-2-7617-6767-5 (<https://ru.b-ok2.org/book/5266836/e7613e>)



Mode	Dates	Time	Frequency
Virtual synchronous	Wednesdays	6:30pm-9:30pm	weekly
Virtual asynchronous	N/A		weekly

- Asynchronous pre-work must be completed prior to synchronous sessions
- Attendance at synchronous sessions is required
- Missed work should be completed within 48 hours
- A recording will be provided for synchronous sessions
- Closed captioning will be provided on audio or video recordings

All course material will be posted to OWL: <http://owl.uwo.ca>. Any changes will be indicated on the OWL site and discussed with the class.

If students need assistance, they can seek support on the [OWL Help page](#). Alternatively, they can contact the [Western Technology Services Helpdesk](#). They can be contacted by phone at 519-661-3800 or ext. 83800.

[Google Chrome](#) or [Mozilla Firefox](#) are the preferred browsers to optimally use OWL; update your browsers frequently. Students interested in evaluating their internet speed, please click [here](#).

5. Learning Outcomes

À travers des exercices, des devoirs, des activités de lecture et d'écriture, l'étudiant, l'étudiante:

- se familiarisera avec des genres d'écriture différents et acquerra des techniques propres à ceux-ci;
- améliorera sa capacité à s'exprimer par écrit en français sur des sujets divers et lors de situations de communication variées;
- continuera son apprentissage du bon usage de la langue à travers l'acquisition de notions grammaticales (comme la concordance des temps de verbes, l'utilisation de connecteurs logiques et de prépositions, le discours rapporté, les niveaux de langue, les pronoms relatifs, la ponctuation, etc.) et l'enrichissement du vocabulaire;
- apprendra et mettra en pratique des procédés rhétoriques et stylistiques;
- développera son sens d'analyse, plusieurs méthodes de rédaction et d'autocorrection;
- sera sensibilisé à la diversité de la culture francophone.



L'étudiant, l'étudiante qui réussira ce cours sera en mesure de :

- écrire des textes de nature diverse, bien structurés, clairs et détaillés sur un sujet donné suivant des contraintes stylistiques et formelles.
- écrire des textes qui développent une argumentation de façon méthodique en soulignant de manière adéquate les points importants et en utilisant les connecteurs logiques appropriés.
- écrire des descriptions élaborées d'événements et d'expériences réels ou imaginaires en indiquant la relation entre les idées dans un texte articulé et en respectant les règles du genre en question.
- écrire des textes descriptifs et de fiction clairs, détaillés, bien construits dans un style approprié au lecteur visé.

6. Course Content and Schedule



Week	Dates	Topic
1	Sept 8	Présentation Question de vocabulaire (Manuel, chapitre 1, p. 2-34) <i>Journal hebdomadaire</i>
2	Sept 15	Question de grammaire (Manuel, chapitre 2, p. 35-60) <i>Journal hebdomadaire</i>
3	Sept 22	TEST (50 min.) – <i>Grammaire et vocabulaire [Via OWL]</i> Question de compréhension (Manuel, chapitre 3, p. 61-70) <i>Journal hebdomadaire</i>
4	Sept 29	Le résumé (Manuel, chapitre 4, p. 72-80) <i>Journal hebdomadaire</i>
5	Oct 6	TEXTE 1 (50 min.) – <i>Sur le résumé [Via OWL]</i> Le texte informatif (Manuel, chapitre 5, p. 81-90) <i>Journal hebdomadaire</i>
6	Oct 13	Le texte expressif (Manuel, chapitre 6, p. 91-104) * <i>Sujet du compte rendu critique à rendre le 24 novembre</i> <i>Journal hebdomadaire</i>
7	Oct 20	Le texte narratif (Manuel, chapitre 7, p. 105-118) <i>Journal hebdomadaire</i>
8	Oct 27	Le texte narratif (Manuel, chapitre 7, p. 105-118) <i>Journal hebdomadaire</i>

9	Nov 1 – 7	Reading Week
10	Nov 10	TEXTE 2 (50 min.) – <i>Sur le texte expressif [Via OWL]</i> Le texte argumentatif (Manuel, chapitre 8, p. 119-131) <i>Journal hebdomadaire</i>
11	Nov 17	Le compte rendu critique (Manuel, chapitre 9, p. 132-143) <i>Journal hebdomadaire</i>
12	Nov 24	La dissertation explicative (Manuel, chapitre 10, p. 144-155) * <i>Remise du Compte rendu critique</i> <i>Journal hebdomadaire</i>
13	Dec 1	Conclusion générale
14	Dec 8	* <i>Remise des Journaux hebdomadaires (semaines 1 à 12)</i>

7. Online Participation and Engagement



- Students are expected to participate and engage with content as much as possible
- Students can participate during [] sessions or post on [] after watching the recording
- Students can also participate by interacting in the forums with their peers and instructors

8. Evaluation

Below is the evaluation breakdown for the course. Any deviations will be communicated.

Assessment	Format	Weighting	Due Date
Test (50 min)	In-class via OWL	20%	September 22 nd
Texte 1 (50 min)	In-class via OWL	20%	October 6 th
Texte 2 (50 min)	In-class via OWL	20%	November 10 th
Compte rendu critique	Assignment	20%	November 24 th - <i>To be submitted in PDF/Word format through OWL ("Assignments"), or via email on OWL to the Instructor (.../Messages/Compose Message/To: Lawson-Hellu (llawsonh)</i>
Journaux hebdomadaire (semaines 1-12)	In-class via OWL	20%	December 8 th - <i>To be submitted in PDF/Word format through OWL ("Assignments"), or via email on OWL to the Instructor (.../Messages/Compose Message/To: Lawson-Hellu (llawsonh)</i>



- All assignments are due at 11:55 pm EST unless otherwise specified
- Virtual proctoring will be used
- Written assignments will be submitted to Turnitin (statement in policies below)
- Students will have [unlimited OR x ____] submissions to Turnitin
- Rubrics will be used to evaluate assessments and will be posted with the instructions
- After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days

Click [here](#) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work which is clearly above average
B	70-79	Good work, meeting all requirements, and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

Information about late or missed evaluations:

- Late assessments without illness self-reports will be subject to a late penalty
- Late assessments with illness self-reports should be submitted within 24 hours of submission of the last illness self-report
- An assessment cannot be submitted after it has been returned to the class; an alternate assessment will be assigned OR the weight will be transferred to the final grade
- A make-up test will be offered OR the weight of a missed test will be transferred to the final grade
- If a make-up assessment is missed, the student will receive an INC and complete the task the next time the course is offered

9. Communication:



- Students should check the OWL site every 24 – 48 hours
- A weekly update will be provided on the OWL announcements
- Students should email their instructor(s) and teaching assistant(s) using OWL “messages”
- Emails will be monitored daily (except on weekends); students will receive a response in 24 – 48 hours
- This course will use Microsoft Teams for discussions
- This course will use the OWL forum for discussions
- Students should post all course-related content on the discussion forum so that everyone can access answers to questions
- The discussion forums will be monitored daily by instructors or teaching assistants

10. Office Hours:



- Office hours will be held on Mondays, 9:30am-12:30pm (Zoom)
- Students will be able to sign up for an appointment using Sign Up on OWL
- Students will be able to drop into session on _____ at _____
- Group office hours will be held, recorded, and posted for everyone to view

11. Resources



- All resources will be posted in OWL
- Required textbook
- Required study guide
- Additional resources

12. Professionalism & Privacy:

Western students are expected to follow the [Student Code of Conduct](#). Additionally, the following expectations and professional conduct apply to this course:



- Students are expected to follow online etiquette expectations provided on OWL
- All course materials created by the instructor(s) are copyrighted and cannot be sold/shared
- Recordings are not permitted (audio or video) without explicit permission
- Permitted recordings are not to be distributed
- Students will be expected to take an academic integrity pledge before some assessments
- All recorded sessions will remain within the course site or unlisted if streamed

13. How to Be Successful in this Class:

Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.



1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the term and schedule time at the start of each week to get organized and manage your time.
2. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
3. Follow weekly checklists created on OWL or create your own to help you stay on track.
4. Take notes as you go through the lesson material. Treat this course as you would a face-to-face course. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the videos.
5. Connect with others. Try forming an online study group and try meeting on a weekly basis for study and peer support.
6. Do not be afraid to ask questions. If you are struggling with a topic, check the online discussion boards or contact your instructor(s) and or teaching assistant(s).
7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

14. Western Academic Policies and Statements

Accommodation Policies

Students with disabilities work with Accessible Education (formerly SSD) which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here: [Academic Accommodation for Students with Disabilities](#).

Academic Consideration for Student Absence

Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student's final grade. Students are expected to contact

their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus. Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student's final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are *not* met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to contact their Faculty academic counselling office to obtain more information about the relevant documentation.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. **All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.**

For Western University policy on Consideration for Student Absence, see [Policy on Academic Consideration for Student Absences - Undergraduate Students in First Entry Programs](#)

and for the Student Medical Certificate (SMC), see:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf.

Religious Accommodation

Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the [Western Multicultural Calendar](#).

EVALUATION OF ACADEMIC PERFORMANCE

At least three days prior to the deadline for withdrawal from a course without academic penalty, students will receive assessment of work accounting for at least 15% of their final grade. For 3000- or 4000-level courses in which such a graded assessment is impracticable, the instructor(s) must obtain an exemption from this policy from the Dean and this exemption must be noted on the corresponding course syllabus. In rare instances and at the Dean's discretion, other courses could receive a similar exemption, which also must be noted in the course syllabus.

COURSE ASSIGNMENT

The last day of scheduled classes in any course will be the last day on which course assignments will be accepted for credit in a course. Instructors will be required to return assignments to students as promptly as possible with reasonable explanations of the instructor's assessment of the assignment.

ACADEMIC OFFENCES

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/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

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 <http://www.turnitin.com>.

MULTIPLE-CHOICE TESTS AND/OR EXAMS

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

SUPPORT SERVICES

Registrarial Services <http://www.registrar.uwo.ca>

Student Support Services <https://student.uwo.ca/psp/heprdweb/?cmd=login>

Services provided by the USC <http://westernusc.ca/services/>

Academic Support and Engagement <http://www.sdc.uwo.ca/>

Students who are in emotional/mental distress should refer to Health and Wellness

<http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Immediate help in the event of a crisis can be had by phoning 519.661.3030 (during class hours) or 519.433.2023 after class hours and on weekends.

15. Arts and Humanities / French Studies Academic Policies and Statements

Hardware, software, Internet connection

Just as you would prepare yourself for an on-campus course, preparing your computer is your responsibility. Students are **responsible** for these technical requirements for this course:

- a **computer** (or equivalent device) capable of:
 - typing **French accents directly in Owl without copy-paste** (all accent mistakes count, always)
 - **web** browsing
 - **audio** recording
- a **personal back-up** solution for regularly safeguarding all work they do in this course, including all files, documents, assignments that have been sent to the instructor or uploaded by the student to Owl (this does not apply to tests and quizzes).
- an internet **connection** (high-speed)
- a compatible browser (**Firefox**, **Google Chrome**, and **Internet Explorer** are supported by **OWL**); depending on configurations, students may also need to install supplementary software such as **Java** or **Adobe Flash**.
- access to their personal **OWL by Sakai** UWO student's login

For general technical issues, please see first: <http://www.uwo.ca/its/helpdesk/>

Taking Online Tests and Quizzes

Code of conduct

Distance learning can only work if students live by the same ethics online as on campus. By registering in this online course, you are agreeing to the *University of Western Ontario Code of Student Conduct* (<http://www.uwo.ca/univsec/pdf/board/code.pdf>) and the *Scholastic Discipline For Undergraduate Students* (<http://www.westerncalendar.uwo.ca/2016/pg113.html>).

Ultimately, each student is responsible for his or her learning achievements, and this is why we trust that you will take online examinations as you would on campus, and this includes explicitly **not seeking outside** help (human, printed, software, web, etc.) when no indications otherwise permit you to do so.

A quiet setting

Some online tests are metered and cannot be interrupted, so make sure to have a **quiet** environment. Turn your **phone off**, as well as all messaging or email software that could distract you with noises or **pop-up** windows.

To avoid possible software glitches, before taking a test online, it is advisable to **restart your computer** and launch only one browser application, with only one window open, and leave **no other programs running** in the background.

At the end, make sure you save all your answers before you submit for grading.

Submitting an assignment (*Devoirs hebdomadaires et Travail final*)

Instructions for assignment in Owl:

When you have finished, click *Submit* at the bottom of the screen. Do not click *Submit* until you are certain that you have completed the assignment. Once you click *Submit*, you will no longer be able to access the assignment (e.g., to add more text or attachments).

You will receive an email message confirming your submission. If you do not receive a confirmation, check to see if you have successfully submitted the assignment or contact your Instructor within 24 hours.

Technical difficulty

Technical difficulties are **not** considered grounds for late or absent submissions. Technical difficulties include: French keyboard issues, audio, video, lost data, internet connection, bottlenecks on busy network, etc. Since these do happen, please **never wait to the last moment to complete work online**.

If you do not receive an automatic confirmation such as “your work has been submitted successfully” after submitting an assignment, or if for any reason you are not sure your work was submitted properly, it is your responsibility to contact the Instructor within 12 hours by email and explain your concern or technical difficulty. You will be requested to provide documentation (screen capture, date stamp, etc.) proving that the assignment was completed on time and that you attempted to submit it.

In only rare and exceptional circumstances is accommodation granted by the Department in such a case.

Students are advised to submit their work well before the deadline posted on the site, so as to avoid being caught in a “bottleneck” when many students submit assignments on OWL at the same time.

Communication with the Instructor about course-related matters

• **Instructors** post regular public **announcements** that students receive on the « Announcements » section in Owl. Announcements for this course are **not** sent to your **email**, just to the Owl site, so do check the Owl site daily.

- **Instructors** will send **private messages** to students using the “Messages” tool in Owl. Students should reply to these messages from within Owl (NOT from their own email application).
- **Students** are expected to use the “Messages” tool in Owl for communicating with the Instructor about all normal course-related matters.
- Please **avoid** using the Instructor’s personal “@uwo” email for normal business pertaining to this online course.
- Students are advised to **keep a copy** of all written correspondence with the Instructor for the duration of the course.

Copyright and Audio/Video Recording Statement

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

Rounding of Marks Statement

Across the Arts and Humanities Undergraduate programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. **Final grades** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks WILL NOT be bumped to the next grade or GPA, e.g. a 79 will NOT be bumped up to an 80, an 84 WILL NOT be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for mark “bumping” will be denied.

16. Support Services

The following links provide information about support services at Western University.

[Academic Counselling \(Science and Basic Medical Sciences\)](#)

[Appeal Procedures](#)

[Registrarial Services](#)

[Student Development Services](#)

[Student Health Services](#)