

**FRENCH 1002, LOW INTERMEDIATE FRENCH  
SECTIONS C & F FALL-WINTER 2019-2020**

*Preliminary course outline, subject to changes and revisions up to the first week of classes*

**INSTRUCTOR:** Natalie Mezey

**CONTACT INFORMATION:** [Natalie.Mezey@Carleton.ca](mailto:Natalie.Mezey@Carleton.ca) or CU-learn

**OFFICE AND OFFICE HOURS:** 1612 DT Thursdays 12pm-2pm and on appointment.

**PLEASE NOTE: PREREQUISITE, LANGUAGE PLACEMENT, REGISTRATION**

**PREREQUISITE**

- [Placement test](https://edc.carleton.ca/french_placement/) (https://edc.carleton.ca/french\_placement/) on Carleton Central before registering.

**PLACEMENT**

All students are required to attend the first two classes for the purpose of confirming placement. Students who fail to attend the first class are not guaranteed a space in the program if a change of level is required upon confirmation of placement. The instructor will evaluate you on that day to confirm that FREN 1002 is the appropriate course for you. If the level is judged inappropriate; your instructor will recommend a course that meets your needs.

**Students cannot go backwards in a sequence of levels in language courses.**

A change of level will only be taken into consideration if a recommendation form is signed by the instructor and presented in person to the French Department Office (Dunton 1602) within 24 hours.

The

French Department Office will consider enrolment permitting, recommended changes until Sept. 13<sup>th</sup>.

- Please note that the following students will not be permitted to remain in this course: students who
  - are French-speaking;
  - have score more than 85 (16-85) in the Pre-registration Self-Assessment Questionnaire; self-assessment result ;
  - are judged to be too advanced or not advanced enough in language skills after testing during the first week of class.

Students who are complete beginners may take FINS 2105 or FREN 1001.

Intermediate and advanced students may take FINS 3105, FREN 1100 or 1110, FREN 2100 or 2110

**REGISTRATION**

- As per official regulations in the Undergraduate Calendar, September 17th is the "Last day for registration and course changes in Fall and Fall/Winter courses.

**1. COURSE DESCRIPTION, COURSE EXPECTATIONS, AND LEARNING OUTCOMES**

## CALENDAR DESCRIPTION

Taught in French for students who have had exposure to French but who have difficulty using it in day-to-day communication. Emphasis on oral expression and comprehension; development of reading and writing skills. Oral practice, oral presentations, interviews, cultural activities, grammar exercises. Attendance and participation are compulsory. Limited enrolment. No auditors. Lecture three hours a week.

## COURSE EXPECTATIONS

- **Attendance**

Attendance is compulsory. A student must attend a minimum of 80% of the classes per semester in order to be considered for a passing grade for that semester. Failure to meet this requirement could result in a failing grade.

In oral language classes, assessments based on in-class performance are conducted on a near-daily basis to ensure a good grasp of vocabulary, structures and grammar.

- **In class**

The focus is training the ear to “hear” and reproduce patterns and meaningful sounds (words sentences) while respecting the rhythm and the intonation of French spoken at a normal and natural speed. Students will be exposed to vocabulary and basic grammar in context, and will learn to use them orally. Students will have to share their learning with peers and reflect on their learning.

- **Grammar & Reading Homework**

This is a language course and requires memorization and the ability to produce oral language quickly and without notes or references. In order to increase progress, students will need to engage independently in language learning activities outside the official class hours. Grammar and reading exercises related to subject matters seen in class will be completed at home. Furthermore, students should practice their oral skills via conversations, website activities, movies, radio, television, interaction with native speakers (French monitor), etc. For success in the course, students are expected to spend a minimum of 6-8 hours on homework or practice activities every week in order to meet the objectives.

- **Cell phones and laptops**

Cell phones and laptops must be closed at all times unless you have the teacher’s permission to use them.

- **Emails**

As per university policies, students must only communicate (send emails) to professors via **their Carleton account** (I will not reply nor acknowledge emails sent via other accounts).

- **Language of instructions**

Students and instructors are expected to speak in French in the classroom. Speaking English in class can result in lower marks.

## LEARNING OUTCOMES

By the end of this course, the student is expected to be at or above the A2 level of the Common European framework of Reference for Languages. As a result, they will have developed and improved their

listening, speaking, reading and writing proficiency skills in French, as well as their cultural knowledge and should be ready to take the next language course (FREN 1100 or 1110 French 3).

## **2. EVALUATION**

**Grade distribution: (\*) Formats and dates to be specified by the course instructor for the section**

	1st term (50%)	2nd term (50%)
<b>Oral</b>	<b>65 %</b>	<b>65 %</b>
Oral comprehension tests (*) (2x5%=10%)	10% Tuesday September 24 <sup>th</sup> and Thursday November 14 <sup>th</sup>	10%
Attendance & and Participation (*) Participation includes active and regular class participation as well as completion of the weekly assignments in the grammar (orange) book.	5% Every class	5%
Oral Cultural Report (*)	5% In class Thursday October 31 <sup>st</sup>	5%
Oral Presentation (*)	15% In class Tuesday November 26 <sup>th</sup> , Thursday November 28 <sup>th</sup> and Tuesday December 3 <sup>rd</sup>	15%
End of semester interviews (*)	30% Exam in December <u>following the last class of the semester (prior to or during the exam period)</u>	30% Exam in April <u>following the last class of the semester (prior to or during the exam period)</u>
<b>Written</b>	<b>35 %</b>	<b>35 %</b>
Written tests (*) (2x5%=10%)	10% Thursday September 24 <sup>th</sup> and Thursday November 14 <sup>th</sup>	10%
Written assignments & projects (*) All assignments will be announced	10% 1. September 19 <sup>th</sup>	10%

<p>in class one week prior to the deadline and will be due by 8:30am on the date specified. Assignments are to be submitted on CU-learn only in the appropriate drop box.</p>	<p>2. October 3<sup>rd</sup> 3. October 10<sup>th</sup> 4. October 17<sup>th</sup> 5. November 7<sup>th</sup></p>	
<p>End of semester written exams (*)</p>	<p>15%  Exam in December <u>during</u> exam period – date to be announced on the Carleton website on October 11th</p>	<p>15%  Exam in April <u>during</u> exam period – date to be announced on the Carleton website in in February</p>

- **No Extra credit policy**

For reasons of impartiality and fairness to all students, **no extra-credit work** will be granted as to increase a grade judged too low. Students will be grades according to the section of ‘Grade distribution’ outlines in this syllabus.

- **Passing expectation**

In order to pass the course, students must be able to meet at least basic expectations detailed in the Course Objectives section of the course outline.

- **Final grade**

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

- **Formal exams**

Students are expected to be available for the duration of a course including the examination period. Dates and deadlines are made available to students in the Carleton University Undergraduate Calendar well in advance of registration. **No formal examinations will be informally accommodated.** All deferral requests have to go through the registrar’s office : <https://carleton.ca/registrar/special-requests/deferral/>

- **Term work, tests and examinations**

Students who are unable to attend in-class written test\examinations or oral examinations must give prior notice and be fully supported by a medical certificate or other appropriate documentation.

No reason other than medical or serious family matters will be accepted for missed tests and presentations ( a job interview is not a reason to miss a test). Religious accommodations must be signaled to the professor prior to any missed class. A missed oral\written test or exam will receive a grade of zero unless the guidelines stated above are followed. Excuses related to problems with computers or printers will not be accepted, particularly on day of submission (please plan ahead).

- **Requirements for written and oral work**

The grade for any assignment (oral or written) that is not completed and submitted on the due date by the hour

specified **will not be accepted**. **No assignment sent by email will be accepted.** All written work must be submitted **on CU-learn** in the appropriate drop box and following all stated guidelines. Work that is poorly presented may be refused by the professor and subject to the same penalty as late assignments.

### **3. COURSE MATERIAL**

#### **COMPULSORY TEXTBOOKS**

- Benny, Francine. *Excursion*, Third Edition, Nelson, 2019, Ontario. (**Carleton bookstore**)
- Grégoire, Maïa. *La grammaire progressive du français*, niveau débutant, last Edition, CLE International, Paris. (**Librairie du Soleil**)
- Grégoire, Maïa. *La grammaire progressive du français*, niveau débutant – **Corrigé**, last Edition, CLE international, Paris. (**Librairie du Soleil, rue George, Ottawa**)

#### **OTHER MATERIAL**

- Any verb book.
- Bilingual dictionary

### **4. LEARNING OUTCOMES**

By the end of this course, the student is expected to be at the A2 Level of the Common European framework of reference for Languages. As a result, they will have developed and improved their listening, speaking, reading and writing proficiency skills in French, as well as their cultural knowledge.

### **5. OTHER FACULTY REGULATIONS**

#### **INTELLECTUAL PROPERTY & COURSE SHARING WEBSITES**

Student or professor materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s). Students registered in the course may take notes and make copies of course material for their own educational use only. Students are **not** permitted to reproduce or distribute lecture notes and course material publicly for commercial and non-commercial purposes without the express written consent from the copyright holder(s).

**“All slides, presentations, handouts, tests, exams, and other course materials created by the instructor in this course are the intellectual property of the instructor. A student who publicly posts or sells an instructor’s work, including video or audio recording of a class, without the instructor’s express consent, may be charged with misconduct under Carleton’s Academic Integrity Policy and/or Code of Conduct, and may also face adverse legal consequences for infringement of intellectual property rights.”**

## PLAGIARISM

The University Senate defines plagiarism as “*presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one’s own.*” This can include:

- reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings;
- failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- handing in "substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs."

Plagiarism is a serious offence that cannot be resolved directly by the course’s instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course.

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Be aware that in language courses, the following are considered to be acts of plagiarism:

- copying or paraphrasing from any source (paper or electronic) including online translators, without quotation mark and or appropriate referencing;
- having someone else compose all or parts of your assignment;
- passing off someone else’ oral or written assignment/presentation as your own.

## REQUESTS FOR ACADEMIC ACCOMMODATIONS

Requests for Academic Accommodation: You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

- **Pregnancy obligation**  
Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: [carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf](http://carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf)

- **Religious obligation**  
Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: [carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf](https://carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf)
- **Academic Accommodations for Students with Disabilities**  
If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with your instructor as soon as possible to ensure accommodation arrangements are made. [carleton.ca/pmc](https://carleton.ca/pmc)
- **Survivors of Sexual Violence**  
As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and is survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: [carleton.ca/sexual-violence-support](https://carleton.ca/sexual-violence-support)
- **Accommodation for Student Activities**  
Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>
- For more information on academic accommodation, please contact the departmental administrator or visit [students.carleton.ca/course-outline](https://students.carleton.ca/course-outline)