

**FRENCH 1100, FRENCH 3
SECTION B, 2022-2023**

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

Horaire du cours (automne)	Synchrone : jeudi 11 h 35 – 12 h 55 Asynchrone (auto-apprentissage) : mardi 11 h 35 – 12 h 55
Salle de cours	En ligne
Date	7 septembre 2022 - 12 avril 2023
Instructeur	Mahmoud Erfani, Ph. D.
Heures de bureau	En ligne, jeudi 10 h 30 – 11 h 30, sur rendez-vous
Courriel	mahmoud.erfani@carleton.ca
Coordonnatrice du cours	Céline Bonnotte-Hoover (celine.bonnotte@carleton.ca)

ONLINE COURSE DETAILS

Definitions

- Synchronous:** synchronous learning means that all students and the instructor participate in the course simultaneously. Participation may occur at the same time and at the same location, or at the same time at multiple locations.
- Asynchronous:** asynchronous learning means that learning is self-paced. Participation occurs at different times and at different locations.

Course delivery

- This section of FREN 1100 will use synchronous (*synchrone*) and asynchronous (*asynchrone*) components.
- Asynchronous** content will be posted to Brightspace with instructions to guide you and you will be responsible for your learning: you are responsible for reading content, watching videos and completing exercises posted.
- Since dates, days, and hours of classes have been made available to students upon registration, you are expected to be available for each synchronous class, and for the duration of the course. You should come to class prepared (having completed the assigned work prior to the class).
- In language classes, informal assessments and feedback on students' in-class performance are conducted on a near-daily basis to ensure a good grasp of vocabulary, structures, grammar, and oral expression (pronunciation and fluidity). Attending class will give you the opportunity to practice your oral French and you should be present to the best of your ability. Class attendance counts toward the Attendance and Participation requirements.
- If you have any issues with the synchronous component, contact your instructor as soon as possible.
- Please note that the online format of the course does not change the learning outcomes.

Computer and Internet Recommendations

- A laptop or desktop computer with (at least) 2G of memory and a 1Ghz processor (any computer bought in the last five years should be fine). Use either built-in or external camera with a headset or earbuds to reduce ambient noise.
- High-bandwidth Internet connection (DSL/cable, or wireless) to ensure a reliable connection.

SITUATION SANITAIRE COVID-19

It is important to remember that COVID is still present in Ottawa. The situation can change at any time and the risks of new variants and outbreaks are very real. There are [a number of actions you can take](#) to lower your risk and the risk you pose to those around you including being vaccinated, wearing a mask, staying home when you're sick, washing your hands and maintaining proper respiratory and cough etiquette.

Feeling sick? Remaining vigilant and not attending work or school when sick or with symptoms is critically important. If you feel ill or exhibit COVID-19 symptoms do not come to class or campus. If you feel ill or exhibit symptoms while on campus or in class, please leave campus immediately. In all situations, you must follow Carleton's [symptom reporting protocols](#).

Masks: Carleton has paused the [COVID-19 Mask Policy](#), but continues to strongly recommend masking when indoors, particularly if physical distancing cannot be maintained. It may become necessary to quickly reinstate the mask requirement if pandemic circumstances were to change.

Vaccines: Further, while proof of vaccination is no longer required as of May 1 to attend campus or in-person activity, it may become necessary for the University to bring back proof of vaccination requirements on short notice if the situation and public health advice changes. Students are strongly encouraged to get a full course of vaccination, including booster doses as soon as they are eligible, and submit their booster dose information in [cuScreen](#) as soon as possible. Please note that Carleton cannot guarantee that it will be able to offer virtual or hybrid learning options for those who are unable to attend the campus.

All members of the Carleton community are required to follow requirements and guidelines regarding health and safety which may change from time to time. For the most recent information about Carleton's COVID-19 response and health and safety requirements please see the [University's COVID-19 website](#) and review the [Frequently Asked Questions \(FAQs\)](#). Should you have additional questions after reviewing, please contact covidinfo@carleton.ca.

PRÉREQUIS, PLACEMENT, INSCRIPTIONS

Prerequisites and preclusion

Grade of C or higher in FREN 1002 or [Placement test](#) before registering. Precludes additional credit for FREN 1110.

Placement

Attendance is mandatory on the first day of classes. The instructor will evaluate you on that day to confirm that FREN 1100 is the appropriate course for you. If the level is judged to be inappropriate, your instructor will recommend a course that meets your needs.

A change of level will only be taken into consideration if a recommendation form is emailed by the instructor to the French Department Office. Enrolment permitting, recommended changes will be considered by the French Department Office until September 19th, 2022.

Students who are francophone or who were required to take a higher level in their self-assessment result (more than 140) will not be permitted to remain in this course.

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

Registration

As per official regulations in the Undergraduate Calendar, September 20th, 2022 is the last day for registration and course changes for fall term and fall/winter courses.

DESCRIPTION DU COURS, OBJECTIFS D'APPRENTISSAGE, RÉSULTATS D'APPRENTISSAGE ET ATTENTES PARTICULIÈRES

Description du cours (Course description)

Taught in French. Emphasis on speaking, listening, reading and writing skills. Oral presentations, discussions, interviews, reading of novels and magazine articles, listening activities, grammar exercises, compositions. Attendance and participation are compulsory. Oral interaction required. Limited enrolment. No auditors. Lecture, three hours a week.

Please note: In order to increase progress, students will need to engage independently in language learning outside the official class hours. For success in this intensive course, we expect students to spend at least ten hours a week studying the material out-of-class.

This course has attendance requirements and formally scheduled examinations. 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](#).

Objectifs d'apprentissage (Learning outcomes)

Compréhension orale	Expression orale
- Suivre les points principaux d'une discussion sur un sujet concret - Comprendre les points principaux d'un enregistrement si le débit est modéré et en français standard - Développer des stratégies variées pour améliorer sa compréhension et pallier à ses lacunes - Distinguer un discours formel d'un discours familier	- Communiquer avec fluidité dans des phrases simples - Prendre part à une conversation simple sans préparation - Respecter les règles de base de la phonologie française - Suppléer à ses lacunes linguistiques en exprimant une idée de plusieurs manières - Exploiter des éléments paralinguistiques (gestes et intonations expressives) pour donner plus de force au message - Organiser et présenter des informations
Compréhension écrite	Expression écrite
- Saisir les points essentiels d'une lecture rédigée dans une langue courante - Comprendre les idées principales et secondaires - Identifier les arguments et conclusions d'un texte simple - Lire et comprendre des directives simples - Réunir des informations de différentes sources - Déduire le sens des mots nouveaux à partir du contexte	- Rédiger des textes simples de manière claire et structurée sur des sujets familiers - Élaborer un plan structuré avant la rédaction d'un document - Utiliser des phrases simples et de plus en plus complexes - Résumer avec une certaine assurance une source d'information factuelle, en faire le rapport et donner son opinion
Stratégies cognitives et métacognitives à développer à l'oral et à l'écrit	
- Prendre des notes de cours structurées et complètes - Grouper la matière vue en classe selon des catégories, des fonctions langagières ou des thèmes - Développer un plan de travail et d'études pour intégrer les nouvelles connaissances dans la mémoire à long terme - Expliquer dans ses mots la matière vue en classe et identifier les points non compris - Poser des questions de clarification - Pratiquer sa langue cible en saisissant toutes les occasions offertes de communiquer, seul ou en groupe - Apprendre à s'autoévaluer et s'autocorriger	

Résultats d'apprentissage (Course outcomes)

By the end of this course, students are expected to have acquired most of the competencies of the B1 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. Interaction with others is an essential component of this course.

A successful student should be ready to take the next language course (FREN 2100) or any one of the 2100 level French courses.

Attentes particulières (Expectations)

- **Langue de travail** : Le cours se déroule en français. Les étudiants doivent parler uniquement français en salle de classe.
- **Oral** : Le cours de langue requiert de la participation orale. Les étudiants participeront à des groupes de conversation et autres activités de communication.
- **Présence et participation** : En automne, les séances du jeudi sont synchrones. La présence et la participation à ces séances sont obligatoires.
- **Communication** : Toute correspondance doit se faire à partir d'un compte Carleton (cmail.carleton.ca). Les courriels de toute autre provenance (gmail, hotmail, etc.) resteront sans réponse. Les courriels recevront une réponse dans les 48 heures (du lundi au vendredi).

ÉVALUATION

Term work, tests and examinations

Students who are unable to attend in-class written tests/examinations or oral examinations must give prior notice and be fully supported by a medical certificate or by a completed [self-declaration form](#) available on the Registrar's Office website to request academic accommodation.

No reason other than medical or serious family matters will be accepted for missed tests and presentations. Religious accommodations must be signaled to the professor prior to any missed class. Excuses related to problems with computers will not be accepted, particularly on day of assignment submission (please plan ahead).

The grade for any assignment (oral or written) that is not completed or submitted on the due date will be reduced by 10% per day. Late assignments will not be accepted after the graded assignments have been returned to the class.

A missed oral/written test or exam will receive a grade of zero unless the guidelines stated above are followed.

December and April written exams

The written exams scheduled for December and April will take place **in person, on campus**, outside of class time (which can include Friday evening, Saturday or Sunday).

Students who are taking an online or HyFlex class and are living or studying outside of the Ottawa area [can apply to write at a distance](#) before **September 22**. More information on Distance Exam services can be found on the [Distance Exams overview page](#). For further questions, please reach out to OnlineExams@carleton.ca.

In the instance that the written exams are conducted online, please note that a remote proctoring service provided by Scheduling and Examination Services will be used. You can find more information on the [E-proctoring website](#).

Requirements for written and oral work

Submissions must be in the required Word format and follow all stated guidelines.

Oral assignments must be submitted in the required format (e.g. MediaSpace, mp3, mp4, etc.). Improperly formatted assignments will be subject to the same penalty as late assignments. Details for assignments will be specified by your course instructor.

Attendance and participation

A student must attend a minimum of 80% of the synchronous classes and participate actively in class. Failure to meet this requirement will reduce participation marks. Continued absences could result in a failing grade.

Final grades

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.

RÉPARTITION DES NOTES

Les dates seront précisées par le professeur. (Dates to be specified by the course instructor).

I. Notes de la session d'automne : 40% de la note finale

Écrit : travaux et examens	52.5%	Dates (à préciser)
1 Production écrite	10	semaine 10
1 Journal culturel écrit	7.5	semaine 7
1 Évaluation de compréhension de l'écrit	5	semaine 8
7 Quiz (grammaire, vocabulaire)	15	après chaque épisode
1 Examen écrit de fin de trimestre	15	période officielle
Oral : travaux et examens	42.5%	
1 Journal culturel oral	7.5	semaine 7
Évaluation de compréhension de l'oral	5	semaine 8
1 Présentation orale	15	semaines 9-12
1 Examen oral de fin de trimestre (par rendez-vous)	15	après le dernier cours du trimestre
Présence et participation	5%	Chaque cours
	100%	

II. Notes de la session d'hiver : 60% de la note finale

Écrit : travaux et examens	52.5%	Dates (à préciser)
1 Production écrite	10	semaine 10
1 Journal culturel écrit	7.5	semaine 7
1 Évaluation de compréhension de l'écrit	5	semaine 8
9 Quiz (grammaire, vocabulaire)	15	après chaque épisode
1 Examen écrit de fin de trimestre	15	période officielle
Oral : travaux et examens	42.5%	
1 Journal culturel oral	7.5	semaine 7
1 Évaluation de compréhension de l'oral	5	semaine 8
1 Présentation orale (individuelle)	15	semaines 9-12
1 Examen oral de fin de trimestre (par rendez-vous)	15	après le dernier cours du trimestre
Présence et participation	5%	Chaque cours
	100%	

NATURE DES TRAVAUX

- **Lecture, écoute et étude** des chapitres dans *Par ici, niveau B1* ;
- Exercices oraux et écrits dans *Par ici* pour **l'acquisition d'un vocabulaire** varié (1500 mots) ;
- Acquisition de **compétences grammaticales** à l'aide du manuel *Grammaire progressive, Niveau intermédiaire*.
- **Travaux écrits** (travaux de compréhension et de production de récits au passé et travaux de compréhension et de production de textes d'idées) ;
- **Présentations orales**. Ces présentations seront individuelles ou de groupe selon le semestre. Elles se feront en classe/par vidéos enregistrées selon les directives de l'instructeur.
- **Élaboration d'un journal culturel oral et écrit** en dehors des heures de cours : en plus des 3 heures de cours, les étudiants doivent consacrer environ 10 heures par trimestre à d'autres activités en français (articles, radio, télévision, théâtre, cinéma, Internet, musique, musée, etc.) Le professeur fournira des renseignements précis quant à la façon de procéder ;
- **Réflexion** seul(e) et en groupes sur les diverses manières d'acquérir des connaissances langagières (**stratégies métacognitives**), de se fixer des objectifs d'apprentissage et de les atteindre qu'ils soient de l'ordre de la compréhension orale et écrite ou de l'expression orale et écrite ;
- **Examen oral** : L'examen oral aura lieu à la fin du trimestre, après le dernier cours du trimestre. La date et l'heure seront établies en consultation avec les étudiants avant la fin du trimestre.
- **Examen écrit** : Il y aura un examen écrit pendant des périodes officielles d'examens. La date des examens sera déterminée par le bureau des examens *Examinations and Scheduling Office*. Pour plus de renseignements, veuillez consulter [leur site](#).

MANUELS

Les manuels suivants ont été commandés au Bookstore de Carleton University. Vous pouvez commander vos livres sur [leur site](#).

1. *Par ici Méthode de français B1 (5-6)*, N. Desjardins, R. Sauvé, M. Usereau, MD, 2016.
[Version **PDF** disponible ici : <https://editionsmd.com/livre/par-ici-methode-de-francais-niveau-b1-5-6/>]
2. *Grammaire progressive du français – Intermédiaire (niveau A2-B1)*, Maia Grégoire et Odile Thiévenaz, Clé international, Paris, 2018, 4^e édition.
3. *Corrigés, Grammaire progressive du français – Intermédiaire (niveau A2-B1)*, Maia Grégoire et Odile Thiévenaz, Clé international, Paris, 2018, 4^e édition.

Ouvrages supplémentaires conseillés :

- Dictionnaire français-anglais (consulter le professeur au besoin)
- Manuel de conjugaison tel que *Bescherelle, l'art de conjuguer*

AUTRES RÈGLEMENTS FACULTAIRES

Plagiat (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.

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

- copying from any source (paper or electronic) including online translators;
- 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’s oral or written assignment/presentation as your own;
- reusing or repurposing your own assignments from previous coursework without appropriate referencing.

Accommodements académiques (Academic Accommodation)

Carleton University is committed to providing access to the educational experience in order to promote academic accessibility for all individuals.

Academic accommodation refers to educational practices, systems and support mechanisms designed to accommodate diversity and difference. The purpose of accommodation is to enable students to perform the essential requirements of their academic programs. At no time does academic accommodation undermine or compromise the learning objectives that are established by the academic authorities of the University.

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](#).

•**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](#).

•**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 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.

•**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 where 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: [Sexual Violence Prevention & Survivor 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 (find the policy [here](#)). Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any request 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 information on academic accommodation, please contact the departmental administrator or visit the [Academic Accommodations website](#).

Propriété intellectuelle (Intellectual property)

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).

Examens (Examinations)

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](#).