

**FRENCH 1002, FRENCH 2
SECTION C, 2025-2026**

Course Schedule: Wednesdays and Fridays from 11:35-12:55
Date: September 3, 2025 – April 8, 2026
(must be registered in the same section for **BOTH** the Fall & Winter semester)
Classroom: SA303
Instructor: Marla Arbach (fall), Francine Benny (winter)
Office Hours: (fall) Wednesdays and Fridays from 10:45-11:15, Dunton Tower 1623
Communication: Carleton email ONLY --- I will not reply to any external emails
Link to Brightspace page: <https://brightspace.carleton.ca/d2l/home/370165>
Email: marla.arbach@carleton.ca
Course coordinator: frenandleger@cunet.carleton.ca

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

PREREQUISITE, LANGUAGE PLACEMENT, REGISTRATION

Prerequisites

Grade of C or higher in [FREN 1001](#) or [Placement test](#) 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 two classes are not guaranteed a space in the program if a change of level is required upon confirmation of placement.
 - Students who fail to attend the first two classes may or may not be reassessed for placement, depending on the instructor's availability. 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 submitted by the instructor to the French Department Office within 24 hours. Enrolment permitting, recommended changes will be considered by the French Department Office until September 16th, 2025.
- Please note that the following students will not be permitted to remain in this course: students who are francophone; have lived in a francophone setting; have done French at junior or high school; have scored more than 15 on the Pre-registration Self-Assessment Questionnaire; are judged to be too advanced in language skills after testing during the first week of class.
- Students who are complete beginners may take FREN 1001 or FINS 2105.

Registration

As per official regulations in the Undergraduate Calendar, Sept 16th 2025 is the "Last day for registration and course changes in Fall and Fall/Winter courses."

COURSE DESCRIPTION, COURSE EXPECTATIONS, AND LEARNING OUTCOMES

Course 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. Oral interaction required. Lecture three hours a week.

The course targets the acquisition of oral competence (listening and speaking). Reading, writing, and **interactions with peers is mandatory**. Formal grammar points are secondary goals and will be introduced as the need arises. Students will learn to listen, repeat, understand, and use the language in its spoken context without recourse to notes, dictionaries, written text, or English.

Course Expectations

Students are expected to read material and professors are not required to repeat information already provided and discussed.

- **General:**

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 and for success in this course, students will need to

- actively participate **in pairs or larger groups orally** both *during and outside class hours* and
- engage independently in language learning by spending a minimum of 6-8 hours a week studying the material provided in the lessons *outside class hours* and **before** the *in-class lessons*.

Furthermore, students should practice their oral skills via conversations, website activities, movies, radio, television, interaction with native speakers (French monitors at the Soutien Oral). A list of websites to practice course objectives will be available on Brightspace.

- **Attendance & Participation**

Since dates, days, and hours of classes have been made available to students upon registration, **students are expected to be available for each class**, and for the duration of the course. In oral language classes, informal assessments and feedback on the student's 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).

- Attendance and participation are highly recommended, because this course is practical in nature and missing classes or not participating during class correlates to losing valuable French-speaking practice hours.
- Students who do not come to class nor actively participate on a regular basis can be expected to struggle to master the material which can result in either a low or failing grade.
- The student can **only benefit from this course if they consistently attend, actively participate during class hours, and invest time outside class hours to review and practice the learned content.**
- **Attendance does not mean participation.** Points will be assigned based on both attendance and participation. There will be some activities *during class hours and outside class hours* that will go towards the participation marks.

- If a student misses class, it is the **student's responsibility** to inquire with a classmate what material they missed. It is **not** the instructor's responsibility to repeat information to students who did not attend class. The instructor will repeat the information missed **only** if a justified reason is provided for the absence.
- **Emails**
As per university policies, students must **only** communicate (send emails) to professors via **their Carleton account** (@cmail.carleton.ca or via Brightspace). emails sent using other accounts will not be acknowledged. Email communications are generally responded to within 48 hours, Monday to Friday, between 8:30 a.m. and 5:00 p.m.
- **Language of instructions**
Students and instructors are expected to **only** speak in French. However, the instructor will sometimes translate in English to ensure students understand important information. Speaking English in class when not permitted can result in lower marks.
- **Feedback and assessments**
Feedback on assignments can be provided to students within two weeks after the due date. As per university policies, the oral & written exams in December and April are to be corrected within 10 days after the due date. Feedback will be available after that time frame.
- **Cell phones and laptops**
Cell phones and laptops must be closed at all times unless you have the teacher's permission to use them.

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 French 3).

By the end of this course the student should be able to:

Oral comprehension (native or near-native speed and pronunciation):

- understand approximately 1000 or more basic words;
- accurately identify times, dates, numbers, prices;
- understand questions relating to daily life, family, past events, and aspirations for the future;
- understand questions relating to familiar subject matters (current events, recently shared experiences, etc.);
- understand native and non-native speakers at a simple level without too much difficulty;
- identify the main thrust and some details of more complex conversations and presentations;
- identify the main thrust of simple song lyrics.

Oral expression (using short, simple, grammatically correct sentences with pronunciation that is comprehensible to native and non-native speakers):

- provide everyday information when asked or when required;
- ask for information on common subjects;
- ask for clarification or help in order to maintain communication;
- talk about themselves, (their families, their friends, their interests, their past activities, their aspirations) using short, simple, correct sentences;

- ask others about themselves (their families, their friends, their interests, their past activities, their aspirations) using short, simple, correct questions;
- communicate about activities or objects and corresponding times, dates, amounts, prices;
- make utterances with intonation and pronunciation that is comprehensible to native speakers;
- manage a conversation on more complex ideas with some pauses for reflection, reformulation;
- use an active vocabulary of 1000 words;
- provide times or dates of daily or other common activities, to state dates and years relevant to one's life
- compare activities, events, etc.;
- paraphrase, mime, or use other strategies to compensate for vocabulary or grammar gaps, without breaking off the conversation for long periods or switching to English;
- state an opinion on a variety of topics.

Reading comprehension

- read simple texts, short factual articles, and dialogues (150-200 words), along with giving a general summary of the main ideas in writing or orally;
- read a text out loud in appropriately pronounced French with good intonation.

Writing

- write short, simple texts about oneself or a familiar person in grammatically correct French;
- write commonly used words and short structured paragraphs in correct spelling with and without support (dictionary or references);
- write short dictations.

Grammar

- see the contents of *Grammaire Progressive du Français* niveau débutant.

Language learning skills and strategies

- use a bilingual dictionary for both oral and written communication;
- use alternative means of communicating without falling back on English (mime, draw, request vocab, etc.);
- develop strategies for memorizing vocabulary and grammar (flashcards, repetition, self-recording, etc.);
- develop the ability to communicate quickly without too much hesitation;
- develop listening and self-correcting skills;
- overcome the fear of making mistakes (mistakes are normal and necessary in language learning);
- highlight, take notes, and make lists;
- pay attention

Transferable skills

- use relevant reference materials;
- evaluate and organize one's learning with guidance from the instructor;
- plan and manage time efficiently to get the most out of independent and group study;
- find and use a variety of learning aids, in a variety of media, to consolidate learning;
- work in pairs or groups;
- research and prepare effective oral presentations.

EVALUATION

Evaluation dates are subject to change up to the first week of classes. All evaluation dates/deadlines will be outlined in the course calendar. The course calendar will be available on Brightspace at the beginning of September.

Grade distribution:

	1st term (50%)	2nd term (50%)
Oral	60 %	60 %
Oral Comprehension Tests (2x5%=10%)	10% October 8 November 5	10% Semaine 5 Semaine 9
Oral Cultural Report on French Canadian culture	5% October 29	5% Semaine 10
Oral Presentation in pairs on French Canadian culture	10 % From November 7 to 21	10% From Week 11 to Week 13
End of Semester Interviews in Pairs	30% In December after the last class (before or during exam period)	30% In April after the last class (before or during exam period)
Attendance & participation	5%	5%
Written	40 %	40 %
Spelling and Grammar Tests (Spelling tests (dictées) + questions about the grammar of the spelling test) (3 x 5%)	15% October 1 October 15 November 26	15% Semaine 6 Semaine 8 Semaine 13
Homework in <i>Excursion</i> (Read and listen to mandatory texts in <i>Excursion</i> and show your comprehension of those texts.)	10% Throughout the term	10% Throughout the term
End of semester exams	15 % Exam in December during exam period – date posted online by Carleton in October	15% Exam in April during exam period – date posted online by Carleton in February

Attendance & Participation

Participation includes active and regular in class participation. A full 5% mark will only be given if a student comes to and participates in ALL classes, completes ALL assignments diligently and respects ALL class rules: no interruption, no conversation in any other language than French, no computer, no cellphones unless asked by the

professor. Complete the grammar exercises and subsequently correct the exercises using the answer manual (corrections should be highlighted). Show your comprehension of non-evaluated texts/activities in *Excursion*.

- **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 graded 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 Learning outcomes above.

- **Final Grade Approval**

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](#). If the absence will last five days or less, submit a [short-term accommodation request](#). If the absence will last more than five days, you must submit a [long-term accommodation request](#).

- **Term work, tests, and examinations**

All tests and examinations, including how/when they are scheduled, are subject to rules set out in [Regulation 4.0: Examinations](#) of the Undergraduate Academic Regulations, and in [Regulation 9.0: Examinations and Term Work](#) of the Graduate Academic Regulations.

If a student arrives late for an examination, they will not be given extra time to make up for the time they missed. Specifically, if a student misses a section of an oral exam, they will not be given permission to go back and complete that section. A **grade of zero** will be given for any section that is missed.

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 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 or handed in on the due date will be reduced by 5% per day. All written work must be submitted following all stated guidelines. Work that is poorly presented may be refused and subject to the same penalty as late assignments.

- **End of Semester Oral Examination**

- The end of semester oral exam is **cumulative**.
- Students must complete their end of semester oral exam at the scheduled date/time (a schedule will be provided in the month prior to the oral interview).

- If a student misses the end of semester oral exam for a duly documented, justified reason, the missed oral interview must be re-scheduled **before** the written exam (if a student misses the re-scheduled oral exam, a grade of 0 will be assigned to the missed re-scheduled oral exam).
 - There will be no grade adjustments for a missed end of semester oral exam as **oral exam is compulsory**.
 - If a student is to miss the end of semester oral exam for a religious reason, an email must be sent to the instructor **at least one week in advance** and the exam must be re-scheduled before the written exam.
- **End of Semester Written Examination**
 - End of Semester Written Exam are cumulative in content.
 - All written examinations **abide by the university exam policies** (arriving late, missing or deferring these examinations).

COURSE MATERIAL

Please do not purchase the books before you are assessed on the first day of the course (attending the first class is mandatory for evaluation)

Textbooks can be purchased in person at la **Librairie du Soleil** or on their website:

Compulsory Manuals

Carleton Bookstore:

- Benny, Francine. *Excursion*, Third Edition, Course pack, 2007, Ontario
 - *Excursion* can be purchased in person at the Carleton Bookstore. **Price: \$14.00**

La Librairie du Soleil

- Grégoire, Maïa. *La grammaire progressive du français*, niveau débutant, last Edition, CLE International, Paris. Price: 57.95\$
- Grégoire, Maïa. *La grammaire progressive du français, niveau débutant – Corrigé*, last Edition, CLE international, Paris. Price: 27,95\$

Librairie du Soleil - <https://dusoleil.leslibraires.ca>

33 rue George, Ottawa, (ON) Canada K1N 8W5 - Phone: (613) 241-6999

Other Material

- Students will require access to a bilingual dictionary, a conjugation book, and a computer. You will need a paper version of the dictionary and conjugation book since you will only be allowed to use paper books for the composition portion of the written exam (no computers will be allowed).

OTHER FACULTY REGULATIONS

Plagiarism & Academic Integrity

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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Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT);
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings without appropriate acknowledgement;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one’s own; and
- failing to acknowledge sources through the use of proper citations when using another’s work and/or failing to use quotations marks.

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.

Policy on AI

Since writing, analytical, and critical thinking skills are part of the learning outcomes of this French language course, all writing assignments should be prepared by students. Submission of any work written, developed, created, or inspired by ChatGPT or any other generative artificial intelligence is not permitted and will be treated as plagiarism.

For more information, please visit the Academic Integrity and Academic Offences webpage.

Statement on Student Mental Health

As a University student you may experience a range of mental health challenges that significantly impact your academic success and overall well-being. If you need help, please speak to someone. There are numerous resources available both on- and off-campus to support you.

Emergency Resources (on and off campus): <https://carleton.ca/health/emergencies-and-crisis/emergency-numbers/>

Carleton Resources:

- Mental Health and Wellbeing: <https://carleton.ca/wellness/>
- Health & Counselling Services: <https://carleton.ca/health/>
- Paul Menton Centre: <https://carleton.ca/pmc/>
- Academic Advising Centre (AAC): <https://carleton.ca/academicadvising/>
- Centre for Student Academic Support (CSAS): <https://carleton.ca/csas/>
- Equity & Inclusivity Communities: <https://carleton.ca/equity/>

Off Campus Resources:

- Distress Centre of Ottawa and Region: (613) 238-3311 or TEXT: 343-306-5550, <https://www.dcottawa.on.ca/>
- Mental Health Crisis Service: (613) 722-6914, 1-866-996-0991, <http://www.crisisline.ca/>
- Empower Me: 1-844-741-6389, <https://students.carleton.ca/services/empower-me-counselling-services/>
- Good2Talk: 1-866-925-5454, <https://good2talk.ca/>
- The Walk-In Counselling Clinic: <https://walkincounselling.com>

Requests for Academic Accommodations

Carleton is committed to providing academic accessibility for all individuals. Please review the processes for academic accommodation request.

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. For more information visit the [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 its 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 (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 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 information, visit the [Academic Accommodations website](#).

DISCLAIMER

Language is fundamental to the human experience, and literature reflects an unlimited potential of human experiences. In our studies of French language and French-language literatures, we are exposed to a diversity of human realities from the past and present. Human realities range from the sublime to the horrendous. For the latter, we need only think of genocide, slavery, racism, sexism and other forms of discrimination, exploitation and persecution, all of which are products of humanity. To hide these would be to present an untrue picture of humanity and human history, which would be anathema to the academic enterprise. In our courses, there is sometimes content and language that are emotionally and intellectually challenging to engage with. You should be aware of this. When this happens, we take a scholarly approach to the problem and define and contextualize it, together as a community of learning. As a department, we are committed to maintaining a safe space of intellectual growth for all students, and co-discovery with course instructors.

COURSE MATERIALS AND 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).

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.”