

**Office: Comenius Hall 103**

**Office hours: M-W 11:30 – 12:30, F 11:30-12:00 or by appt.**

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**Textbooks** Joan H. Manley, Stuart Smith, John T. McMinn, Marc A. Prévost ,  
*Horizons*, Third Edition, Thomson, Heinle, 2006.

Joan H. Manley, Stuart Smith, John T. McMinn, Marc A. Prévost, *Cahier  
d'activités écrites et orales*.

### **Course objectives**

Our goal will be to cover the preliminary chapter and chapters 1, 2, 3, and 4 in the course of this semester. To do so **we need to keep an average of roughly two and a half weeks for each chapter**. At the beginning of the semester we may try to keep a faster pace in order to build up some vocabulary. After four to five weeks we will slow down to make sure that there is enough time for reviewing.

By the end of the semester students should be able to use full simple sentences and understand a short conversation. They should also understand the very fundamentals of French grammar and, ideally, develop a taste for it. Finally, they should be familiar with some basic cultural aspects of contemporary France. Hopefully they will look forward to taking another semester of French!

### **Course policy**

**Attendance**: Students are expected to attend ALL classes but attendance in itself is not enough. Students are also expected to participate in short discussions and be ready to answer questions at any time. This is a foreign language course and full participation is necessary. To ensure effective participation, students must come to class prepared with **all homework assignments done on time**. This is an important part of the class and, combined with your overall class participation, it will account for **25%** of the final grade.

You will be allowed **THREE absences** with no question asked. Consider this like three jokers that you may want to use when the unexpected happens (for example: you wake up late one morning or your car does not start, or whatever). After those three absences you will have to have a solid reason for missing class and, in case of an illness, a note from your doctor will be necessary. REMEMBER that a note from the campus nurse stating

that it was given to you “at your request” will not be accepted. The note will need to state clearly that you are ill. Also, “excuses” given by friends or room-mates will not be accepted either.

Once you have used your three jokers any unexcused absence will automatically damage your participation grade. The fourth absence will lower your grade as follows: A, for example, will become A-; then it will become B, then B-, etc.

### **Grade assignment**

There will be no mid-term but there will be a minimum of SIX quizzes (about one every other week), and they will be announced well in advance. If I deem it necessary, additional quizzes may be given. At the end of the semester the quizzes will be averaged with a little more weight given to quiz 4, 5 and 6. The lowest grade will be dropped before averaging. If you only have 5 grades, they will all be averaged. If you have only 4 grades, the 5<sup>th</sup> one will be considered to be an F and will be included as such in the average. The average grade on the quizzes will amount to **50%** of your final grade. There will be a final exam and it will account for **25%** of the final grade. Remember, your participation will also account for 25% of your grade.

Unless you have a very serious excuse there will be **no make-ups for quizzes missed**. Do not even ask for one. If you CANNOT come to class you must let me know in advance (if possible) and I will tell you whether your reason is legitimate or not.

Remember also that a class is a social activity. As such, a few rules of social behavior must be respected. I will not chew gum in class out of respect for you, and I expect the same from you in return. I will not wear a cap of any sort that might hide my face or part of it, and I also expect the same from you in return. I do not go to class with a cellular phone or a pager of sorts, and if you do, make sure the device is off. Finally, you are always welcome to ask questions. When you want to do so, do not interrupt what is going on, just raise your hand and you will be acknowledged.

### **Last recommendation**

**Do not ever use electronic translation engines on the Internet to do your homework. Those are usually so bad that their use is immediately noticed. Moreover such practices are called cheating or plagiarism and, as such, they are reprehensible.**

If you have a problem of whatever kind, please let me know early. **Do NOT wait until the situation worsens.** You are always welcome to stop by my office (Comenius 103) and to discuss whatever concern you may have.

Also, you should be aware that the Department of Foreign Languages does provide students with help at no cost. Again, come to me to inquire. I wish you all a rewarding and pleasant semester.

**Last point: I have thirty years of experience in this business and I know that, at first, you will have the impression that things are easy and do not require much work outside of class. Think again! While it is true that things look easy, you will still have to spend time memorizing the vocabulary, even at the beginning. If you fail to do so, you will feel overwhelmed after three to four weeks, and it will be too late. Vocabulary needs to be learned ON A DAILY BASIS.**