

**FRANCAIS 100**  
**Introductory French I - Automne 2009**  
**Monday, Wednesday, Friday: 7h30-8h50**

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**Dr. Joanne M. McKeown**  
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**Office Hours:** Tuesday 9:00-11:00 & Wednesday 2:00-3:30

*I encourage you to make use of my **office hours** if you need any help. If you cannot come during my official hours, please call or e-mail to make an appointment.*

**Materials:** Horizons. Fourth Edition, 2009. Manley, Smith, McMinn and Prévost.  
-Texte  
-Cahier d'activités écrites et orales  
-Audio CDs

**Course Objectives:**

- To develop oral and written facility with the French language
- To become familiarized with aspects of contemporary French life and culture

**Grade Breakdown:**

-Exams (3)	40%
- MiniQuizes	15%
-Classwork (attendance and participation)	10%
-Homework	15%
-Final Exam	20%

**Course Academic Honor Policy:** When preparing for quizzes, exams, or “Journal” assignments you are prohibited from using related work done by other students. Use of electronic translation services for anything other than single word inquiries is also prohibited. Both of these actions may be plagiarism. If you are ever unsure about how you are using an electronic source, you should discuss the situation with the professor. You may consult the *Student Handbook*, pages 51-56, for a full description of Moravian’s *Academic Honesty Policy*.

**Please note:**

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact the Learning Services Office (X1510) as soon as possible to enhance the likelihood that such accommodations are implemented in a timely fashion.

## Course Policies:

- There are **no make-ups for Exams** except in the most serious of situations which I will evaluate on a case by case basis. **Contact me** by phone or by e-mail **BEFORE the test** to inform me of the reasons for your absence.
- There are **no make-ups for MiniQuizes**. (The lowest grade—or one missed quiz—is dropped.)
- I fully expect all students **to attend class and to participate in work done in class**. To emphasize the importance of attendance and oral participation I have allotted 10% of the final grade to this aspect of the course. In order to participate well **homework assignments must be completed carefully before coming to class**. This work, including lab activities, constitutes 15% of the final grade.) Students can expect to prepare for between 6-10 hours per week outside of class.
- You are entitled to **three absences** that will not adversely affect your grade (please note that no absences or just one earn you a perfect attendance grade). The student's final attendance grade (5%) is computed as follows: **0-1 absence = A+ / 2-3 = A / 4 = B- / 5 = C- / 6 = D- / 7 = -2.5 / 8 = - 3 / 9 = - 3.5 / 10 = - 4 / 11 = - 4.5 / 12 or more = - 5**

E-mail or phone number of two classmates to contact for work in case of absence:

Name: \_\_\_\_\_ Contact info: \_\_\_\_\_  
Name: \_\_\_\_\_ Contact info: \_\_\_\_\_

- In order to have a **good learning environment** in class I ask that the following conditions be respected:
  - ◆ **Arrive in class on time**. Repeated late arrivals will be reflected in a lowered class participation grade. Late arrivals of more than 15 minutes will be counted as an absence.
  - ◆ **Participate fully in class work**. Unsatisfactory classroom behavior, such as little or no verbal response, uncooperative interaction with others for group work and/or a disrespectful attitude will be reflected in a lowered class participation grade.
  - ◆ **Turn off cell phones** and leave them **out of sight during class**.
  - ◆ **Plan to stay in class for the full 70 minutes** without taking a break to use the bathroom, check messages, etc.
  - ◆ **Stay in your seat during class**, except in the case of an emergency.

Thank you for your cooperation!

The Department sponsors a **tutoring program** which provides help to you free of charge. You will hear more about this during the early weeks of the semester.

## CALENDRIER

*This calendar is subject to change. Significant changes will be made in writing*

Aug	31	M	Introduction <i>et</i> Chapitre Préliminaire	
Sept	2	W		
	4	F		
	7	M	congé	
[Sept	8		Final Day for course changes]	
	9	W		
	11	F		
	14	M		
	16	W		
	18	F	Examen	
	21	M	Chapitre 1	
	23	W		
	25	F		
	28	M		
	30	W		
Oct	2	F		
	5	M		
	7	W		
	9	F	Examen	[Midterm grades due]
	12	M	congé	
	14	W	Examen	
	16	F		
	19	M		
	21	W		
	23	F		
	26	M		
	28	W		

	30	F		
Nov	2	M		
	4	W		
	6	F	Examen	[Last day for Withdrawal with W]
	9	M	Chapitre 3	
	11	W		
	13	F		
	16	M		
	18	W		
	20	F		
	23	M		
	24	W	congé	
	26	F	congé	
	30	M		
Déc	2	W		
	4	F		
	7	M		
	9	W	dernière classe	

*Vous serez les bien-venus aux activités du **Club Français** qui seront annoncées prochainement.*