

**Office: Comenius Hall 104**

**Class: Tuesdays and Thursdays 8:55 – 10:45 – Reeves Library 212**

**Office hours: Tuesdays and Thursdays 11:00 – 11:45 and 2:30 – 3:00 or by appointment**

**Tel: 610-861-1399**

**email: mejpl01@moravian.edu**

**Textbooks** Joan H. Manley, Stuart Smith, John T. McMinn, Marc A. Prévost, *Horizons*, Fifth Edition, Thomson, Heinle, 2012.

### **COURSE OBJECTIVES**

Our goal will be to cover chapters 6, 7, 8, 9 and maybe 10 in the course of this semester. To do so **we need to keep an average of a little more than two weeks for each chapter**. At the beginning of the semester we will allow a bit more time to cover chapter 6 then we will try to pick up the pace and allow two full weeks for chapter 7, 8 and 9 each. By March 23 we should be done with chapter 9 and by mid-April with chapter 10. There will be two weeks left to review or to catch up.

By the end of the semester students should be able to understand and follow a simple conversation and to easily carry on discussions using everyday simple vocabulary. They should also be able to express themselves in the present, past and future tenses as well. They should also understand the basic fundamentals of French grammar and have a taste for it. Finally, they should be familiar with numerous cultural aspects of contemporary France.

### **COURSE POLICY**

#### **Attendance**

Students will be expected to attend ALL classes but attendance in itself is not enough. Everybody will also be 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 will have to 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. **REMEMBER: 25% of the grade will be determined by how well prepared you are when you come to class and by your willingness and readiness to answer questions**

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: your car does not start or, and this seems to be a frequent occurrence in students' life, your alarm-clock does not work). After those three absences you will need 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. A note from the nurse needs to specify the details of the problem. "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: an A, for example, will become an A-; then it will become a B, then a 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.

### **Social behavior**

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. There is NO TEXTING during class. If I see such activity going on I will confiscate the cell – I have done it in the past- and I will not hesitate to do it again. Also, there is no going**

**back and forth to the bathroom or wherever during class because it is disturbing. Make sure you take your precautions before going to class.**

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.

### **Academic honesty**

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

**Students who wish to request accommodations in this class for a disability should contact the Academic Support Center, located on the first floor of Monocacy Hall (extension 1401). Accommodations cannot be provided until authorization is received from the Academic Support Center.**

### **NOTE ON TIME COMMITMENT**

**The student work in this course is in full compliance with the federal definition of a four credit hour course.** It is expected that you will work an average of 10 hours per week on this course outside of the regular class meetings.

### **Last recommendation**

**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 104) and to discuss whatever concern you may have.**

Finally, you should be aware that the Department of Foreign Languages **does provide tutors who can help at no cost.** Again, come to me to inquire.

**I wish you all a rewarding and pleasant semester.**