Office Hours: Tuesday 10:30-11:30 & Wednesday 10:00-11:00 (or by appointment)

I encourage you to make use of my office hours if you need any help. If you cannot come during my official hours you may make an appointment with me at a mutually convenient time. I can be reached by e-mail or office phone.

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.

Please note that my off-campus supervision of 4 student teachers may sometimes make it impossible for me to keep these hours. It is advisable to confirm my availability by e-mail.

- Text
- Cahier d’activités écrites et orales
- Audio CDs

Course Objectives:
- To build on foundational knowledge for further development of oral and written facility with the French language
- To expand cultural awareness
- To explore possibilities for further studies in French

Grade Breakdown:
- Exams (3) 40%
- MiniQuizes 10%
- Attendance and Participation 10%
- Homework 20%
- Final Exam 20%

Course Academic Honor Policy: When preparing for graded assessments (miniquizes, exams) you are prohibited from studying from work done by other students in this or previous semesters. You may collaborate on all homework assignments except for the Journal. Collaboration consists of mutual assistance, not copying. Use of electronic translation services for anything other than single word inquiries is also prohibited. Both of these actions may be considered 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.
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, even after an absence. This work, including lab activities, constitutes **20% of the final grade**. Late homework assignments can be corrected but will not be graded. Students can expect to prepare for between 6-10 hours per week outside of class.

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

Name: __________________________ Contact info: __________________________
Name: __________________________ Contact info: __________________________

- You are entitled to **three absences for any reason**. 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**

- In order to have a class-room environment that is conducive to learning I ask that the following conditions be respected:

  ♦ **Arrive in class on time** in order to begin work promptly. 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.

  ♦ **Please use the bathroom facilities prior to coming to class**, if possible. Leaving during class is disruptive.

  ♦ **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. Disruptive behaviors will be dealt with as necessary.

  ♦ **Turn off cell phones**.

Thank you for your cooperation!

**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.
Programme

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

janvier 19  lun  Introduction / Chapitre 7
           21  mer
           23  ven

           26  lun
           28  mer
           30  ven

février 2  lun
           4  mer
           6  ven

         9  lun  Examen
         11  mer  Chapitre 8
         13  ven

         16  lun
         18  mer
         20  ven

         23  lun
         25  mer
         27  ven

du 2 au 6 mars  congé

         9  lun
         11  mer
         13  ven  Examen

         16  lun  Chapitre 9
         18  mer
         20  ven
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Vous serez les bien-venus aux activités du **Club Français** qui seront annoncées prochainement.

*Pour commencer, il y a*

**La Table**, le jeudi, 11h30-12h30, Air Products Room, HUB.