

VICTORIA UNIVERSITY OF WELLINGTON

Te Whare Wānanga o te Ūpoko o te Ika a Māui



School of Asian and European Languages and Cultures

FREN 112 - French Language for Beginners COURSE OUTLINE Trimester 3 / 2006

1. CONTACTS

Course Coordinator

Nadia Gueury

Office: VZ 507

Phone: 463-6456

Email: nadia.gueury@vuw.ac.nz

Office hour: Monday 10-10.50am or with an appointment

2. CLASSES

Students must attend 2 hours of lectures, 2 hours of tutorials per week and 3 guided multimedia sessions.

Lectures	Monday & Wednesday	11-11.50am	KK (Kirk Building) LT301
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Tutorials

Depending on student numbers, the following tutorial groups will be run:

Group A	Monday & Wednesday	1.10-2pm	VZ 510
Group B	Monday & Wednesday	2.10-3pm	VZ 510

Room allocations may be subject to change. Make sure you check all rooms on the FREN 112 / 113 course notice board (VZ Level 5 next to VZ 510) at the beginning of the course.

Multimedia Sessions

Students are also to attend 3 guided multimedia sessions at the beginning of the term. These sessions will take place in the LLC, VZ Level 0. See information posted on the FREN 112 / 113 notice board, VZ Level 5 next to VZ 510.

Session 1	Monday 20 November	10-10.50am	or 3.10-4pm
Session 2	Monday 27 November	10-10.50am	or 3.10-4pm
Session 3	Monday 4 December	10-10.50am	or 3.10-4pm

3. ADDITIONAL INFORMATION

Further course information can be found on the French Programme notice board, VZ Level 5 next to VZ 510 and on Blackboard.

4. COURSE CONTENT AND MAIN AIMS

This intensive French language course for absolute beginners (with no previous knowledge of French) is worth 18 points.

It aims to impart the basics of the French language in the four skills [listening, reading, speaking and writing] in an interactive and communicative way, to enable students to reach a level comparable with that of Year 11 / 5th Form. It is followed by FREN 113 (Elementary French) starting in the second trimester 2007. It is not recommended that students who obtained a final result of less than 60% in FREN 112 enrol in FREN 113.

Teaching is based on the first half [lessons 1-9] of *Panorama 1* (Jacky Girardet & Jean-Marie Cridlig, Paris: Clé International, 2004). Other materials available at the Language Learning Centre (LLC, von Zedlitz Building, Level 0) are also used such as videos, CD-ROMs, computer programmes, audiotapes and magazines. Objectives are presented pp. 188-189 in the *Panorama 1* Textbook and p.3 in the FREN 112 Course Booklet.

5. COURSE MATERIALS

Students are required to purchase for the first day of teaching:

***Panorama 1* Textbook**, Jacky Girardet & Jean-Marie Cridlig, Paris: Clé International, 2004
Available from VUW Bookshop

FREN 112 - French Language for Beginners Course Booklet.
Available from Students' Notes

Two 60 minute blank audiotapes to make your own copy of the following cassettes:

- Panorama 1: Pronunciation Exercises [Units 1-6]
Callmark: FREN.LAN. 4343.A/3*
- Panorama 1: Dialogues and Grammar Exercises [Unit 1-3]
Callmark: FREN.LAN. 4343.A/4*

These tapes can be copied in the LLC, VZ Level 0

Recommended Material

Collins French Dictionary plus Grammar, Collins, 2001
ISBN 0004723686
Available from VUW Bookshop

NOTE that French dictionaries, French grammar books and other reference material are available in the Self-Access Centre, LLC VZ Level 0 and in the French Library, VZ 605.

6. ASSESSMENT

The course is entirely internally assessed (See *Important Dates*, p.4). The course assessment consists of:

5 assignments	5%	each	=	25%
4 tests	15%	each	=	60%
1 oral exam	15%		=	15%

7. RELATIONSHIP BETWEEN ASSESSMENT AND COURSE OBJECTIVES

Since regular work is paramount in learning a second language, attendance at all classes and completion on time of the guided self-learning multimedia tasks are strongly recommended.

Assignments and tests are designed to encourage students to work regularly (in class and on their own) to ensure that grammar, vocabulary, idioms and culture are assimilated as the course progresses, and to provide students with regular feedback.

8. DATES FOR ASSESSMENT WORK AND PENALTIES

See *Important Dates*, p.4.

All assignment must include the SAELC cover sheet. Assignments are to be handed in the FRENCH Assignment Box located to the left of the SAELC Reception area, VZ Level 6.

Any problem regarding deadlines should be discussed in advance with the Course Coordinator.

Extensions for assignments should be requested from the Course Coordinator as early as possible **before the deadline**. Late work may be accepted to complete the requirements of the course but may be assigned a zero mark if no prior arrangement is made.

Tests should be sat at the scheduled time (see *Important Dates*, p.4). Alternative arrangements may be agreed to by the Course Coordinator, on presentation of a medical certificate or other appropriate document(s). Such arrangements must be made as soon as possible, at the latest the day after the test date. If the Course Coordinator has not been contacted by that day, a K grade may be awarded.

9. WORKLOAD

In line with Faculty workload guidelines, students are expected to do 6 hours of guided work (including the 4 hours of classes) as well as 6 hours of independent study per week for the duration of the whole trimester.

The guided work consists of 2 hours of lectures, 2 hours of tutorials, 2 hours of guided self-learning multimedia exercises in the LLC [see Section 12 - *Course Programme*, pp.4-10 for details]:

Hour 1: lecture on Monday, 11am
Hour 2: lecture on Wednesday, 11am
Hour 3: first tutorial on Monday, 1pm (Group A) or 2pm (Group B)
Hour 4: second tutorial on Wednesday, 1pm (Group A) or 2pm (Group B)
Hour 5: guided self-learning multimedia work (in your own time / in LLC*)
Hour 6: guided self-learning multimedia work (in your own time / in LLC*)
+ 6 hours of independent study

* **LLC**: Language Learning Centre, von Zedlitz Building, Level 0

As part of the independent self-learning component of the course, students need to make regular use of the resources in the LLC to work on their particular learning needs and to self-monitor their learning [Read *Successful Learning*, pp.4-6 in the FREN 112 Course Booklet].

Three hours of multimedia supervision and monitoring are scheduled to help students familiarise themselves with the LLC [see *Multimedia material*, pp.7-11 in the FREN 112 Course Booklet for a full description of recommended multimedia resources].

Students are also responsible for acquiring vocabulary, idioms and grammar as they are taught. Daily independent learning is necessary [see *Successful Learning*, pp.4-6 in the FREN 112 Course Booklet]. All tasks are listed, pp. 5-10 in the *Course Programme* of this Course Outline. Refer to it regularly.

10. MANDATORY COURSE REQUIREMENTS

Full class attendance is expected. Attendance at a minimum of 75% of classes and completion of all assignments and tests as scheduled [see *Important dates*, p.4] are required. Students who have not fulfilled the mandatory requirements will fail the course and may be awarded a K grade.

11. PLAGIARISM

While you are encouraged and expected to work together in the tutorials, **your written assignment must be your own work**. Copying work from another student or any other text without proper acknowledgment, working with another student, i.e. discussing the assignment, comparing answers, asking someone to do or proofread your work is NOT acceptable. Any student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on student Conduct. See *Academic integrity and Plagiarism*, pp.11-12 in this Course Outline.

12. COURSE PROGRAMME

In line with Faculty workload guidelines, you are expected to do **6 hours of guided work**, i.e. 2 hours of lectures, 2 hours of tutorials, 2 hours of guided self-learning multimedia exercises in the LLC as well as **6 hours of independent study per week** for the duration of the whole trimester.

The following Course Programme includes the objectives covered each week in the lectures and tutorials. Preparation for tutorials (i.e. work to be done **before** the tutorials) is indicated in bold. It also lists the tasks that you have to do in your own time and the activities in the LLC (*independent learning*). Please refer to it regularly.

IMPORTANT DATES	
Friday 24 November	Assignment 1
Friday 8 December	Assignment 2
Wednesday 13 December	Test 1
Thursday 21 December	Assignment 3
22 December - 7 January	Mid-Term Break
Friday 19 January	Assignment 4
Monday 22 January	No classes
Wednesday 24 January	Test 2
Friday 2 February	Assignment 5
Monday 5 February	Test 3
Wednesday 7 February	Test 4
Thursday 8 February	Oral Exam
Friday 9 February	Oral Exam

NOTE

Assignments will be handed out on Monday at the end of the first lecture and must be completed by the following Friday. All assignments must include the SAELC cover sheet and are to be handed in the FRENCH Assignment Box located to the left of the SAELC Reception, VZ Level 6.

REMINDER

Copying from another student's work, working with another student, i.e. discussing the assignment, comparing answers is NOT acceptable. **Your written assignment must be your own work.** See section 11 - *Plagiarism*, p. 3 and *Academic integrity and Plagiarism*, pp. 11-12 in this Course Outline.

Students who require an **extension** must contact the course coordinator **before the deadline**. Note that late work may be accepted to complete the course requirements but may not be marked. For further details, see Section 8 - *Dates for Assessment Work and Penalties*, p. 3 in the Course Outline.

WEEK 1	13 - 17 NOVEMBER 2006
<p>Lecture 1</p> <p>Lecture 2</p> <p>Tutorial 1</p> <p>Tutorial 2</p> <p>Independent Learning</p>	<p>INTRODUCTION LESSON 1: Introducing yourself</p> <p>Introduction to the course Organisation of Tutorial Groups and Guided Multimedia Sessions</p> <p>Grammatical terminology and concepts, pp.39-44 in the Course Booklet Sentence analysis (word classes and functions)</p> <p>Introducing yourself [1]</p> <p>Introducing yourself [2]</p> <p><input type="checkbox"/> Read the FREN 112 Course Outline <input type="checkbox"/> Read the following sections in the Course Booklet: Course Objectives (p.3) Successful Learning (pp.4-6) and Multimedia Material (pp.7-10) <input type="checkbox"/> Study <i>Grammatical Terms</i>, pp.39-44 in Course Booklet <input type="checkbox"/> Panorama Textbook: study dialogues (p.7) <input type="checkbox"/> Panorama Audiotape: listen to dialogues (p.7)</p>
WEEK 2	20 - 24 NOVEMBER 2006
<p>Lecture 1</p> <p>Lecture 2</p> <p>Tutorial 1</p> <p>Tutorial 2</p> <p>LLC</p> <p>Independent Learning</p>	<p>LESSON 1: Introducing someone ASSIGNMENT 1 due by Friday 24 November, 1pm at the latest</p> <p>Personal Subject Pronouns Conjugation of Regular -er Verbs Verbs: <i>être, s'appeler</i> (p.8), <i>connaître</i> (p.12) in the Present Tense</p> <p>Masculine / Feminine Nouns (p.9) Countries / Nationalities (p.9) Prepositions: <i>à / en</i></p> <p>Introducing someone (p.10)</p> <p>Numbers [0-1000] - Saying the date (p.11)</p> <p><input type="checkbox"/> Supervised Multimedia Session 1 - Worksheet 1, p.11 in Course Booklet <input type="checkbox"/> Revise Grammatical Terms, Personal pronouns (Grammatically Correct) <input type="checkbox"/> Revise Gender, use of Prepositions (Grammatically Correct)</p> <p><input type="checkbox"/> Do exercises 1-5, pp.48-54 in Course Booklet and check your answers, p.110 <input type="checkbox"/> Panorama Textbook: study dialogues + vocab. (pp.12-13) <input type="checkbox"/> Panorama Audiotape: listen to dialogues (p.7) + do exercises ¹(p.9, p.11) <input type="checkbox"/> Learn the French alphabet and practise spelling your own name (Panorama p.11) <input type="checkbox"/> ASSIGNMENT 1 due by Friday 24 November, 1pm at the latest</p>

¹ See Transcript of *Panorama 1 - Grammar Exercises (Entraînez-vous)* and Pronunciation Exercises (*Prononciation*) on tape pp. 26-34 in your Course Booklet

27 NOVEMBER - 1 DECEMBER 2006	
WEEK 3	LESSON 2: Asking for something - Buying something
Lecture 1	Indefinite / Definite / Partitive Articles (p.16) - Contractions of <i>de</i> (p.16) The Plural of Nouns - Agreement of Descriptive Adjectives (p.16)
Lecture 2	Position of Descriptive Adjectives (p.16) <i>Avoir</i> in the Present Tense (p.16) - The Pronoun <i>on</i> (p.16)
Tutorial 1	Ordering a drink (p.18) - Expressing likes and dislikes
Tutorial 2	Asking for something - Buying something - Asking for the price (p.19-20)
LLC	<input type="checkbox"/> Supervised Multimedia Session 2 - Worksheet 2 , p.12 in Course Booklet <input type="checkbox"/> Revise Articles (Grammatically Correct) <input type="checkbox"/> Panorama Video ² - Leçon 2: <i>Acheter et payer</i> <input type="checkbox"/> Une journée des Français Video: <i>une boulangerie le matin, pause-café</i> <input type="checkbox"/> Revise & practise numbers in French (Panorama, French Pronunciation Tutor: <i>les nombres</i> , Ecoutez bien: <i>les prix</i>) <input type="checkbox"/> Do some reading / listening exercises from <i>Allons-y!</i> magazine + tape <input type="checkbox"/> Do Dictation 1 and check your work, p.35 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study dialogues (pp.14-15) + vocab (pp.16-21) <input type="checkbox"/> Panorama Audiotape: listen to dialogues (p.14-15) + do exercises (p.17, p.19) <input type="checkbox"/> Do exercises 6-8, pp.59-62 in Course Booklet and check your answers, p.110
4 - 8 DECEMBER 2006	
WEEK 4	LESSON 3: Talking about leisure activities - Expressing preferences ASSIGNMENT 2 due by Friday 8 December, 1pm at the latest
Lecture 1	Irregular Verbs in the Present Tense (p.24, p.26, p.29, Verb Tables, pp.184-187) See Verb List, pp.105-107 and Verb Tables, pp.94-103 in the Course Booklet
Lecture 2	The Interrogative Form - Emphatic Pronouns (p.25)
Tutorial 1	Talking about leisure activities and expressing preferences (pp.26-28) Study vocabulary: <i>Les activités de loisirs</i>, p.126 in Course Booklet <i>Parler des goûts et des préférences</i>, p.127 in Course Booklet
Tutorial 2	Talking about what you are going to do at Christmas - Revision for TEST 1
LLC	<input type="checkbox"/> Supervised Multimedia Session 3 - Worksheet 3 , p.13 in Course Booklet <input type="checkbox"/> Revise Present Tense (Grammatically Correct) <input type="checkbox"/> Revise Interrogative form, Emphatic Pronouns (Grammatically Correct) <input type="checkbox"/> Telling the time in French (Ecoutez bien, French Pronunciation Tutor) <input type="checkbox"/> Panorama Video - Leçon 3: <i>Spectacles de Paris</i> <input type="checkbox"/> Do Dictation 2 and check your work, p.35 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study dialogue (pp.22-23) + vocab (pp.24-30) <input type="checkbox"/> Panorama Audiotape: listen to dialogue (p.23) + do exercises (p.25, p.27) <input type="checkbox"/> Do exercises 10-15, pp. 66-70 in Course Booklet and check answers, pp.111 <input type="checkbox"/> Work on Bilan 1 : do exercises 1-10, 12 in Panorama (pp.31-32) and check your answers, p.116 in Course Booklet. <input type="checkbox"/> Revise all vocabulary lists for TEST 1 on Wednesday 13 December, 11am <input type="checkbox"/> ASSIGNMENT 2 due by Friday 8 December, 1pm at the latest

² See Transcript of *Panorama 1* Video - Leçons 1 - 9, pp. 15-24 in your Course Booklet

11 - 15 DECEMBER 2006	
WEEK 5	REVISION TEST 1 on Wednesday 13 December, 11am
Lecture 1	Revision for TEST 1
Lecture 2	TEST 1 (unité 1)
Tutorial 1	Revision
Tutorial 2	Telling the time (p.38)
LLC	<input type="checkbox"/> Revise and practise alphabet, time and numbers in French (Ecoutez bien, French Pronunciation Tutor) <input type="checkbox"/> Revise conjugation of verbs in the Present Tense (Grammatically Correct) <input type="checkbox"/> Do some reading / listening exercises from <i>Allons-y !</i> magazine + tape <input type="checkbox"/> Do Dictation 3 and check your work, p.35 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study vocab (pp.38-39) <input type="checkbox"/> Revise all vocabulary lists for TEST 1 on Wednesday 13 December, 11am
18 - 21 DECEMBER 2006	
WEEK 6	LESSON 4: Talking about the past ASSIGNMENT 3 due by Thursday 21 December, 5pm at the latest
Lecture 1	The <i>Passé composé</i> Tense (p.36)
Lecture 2	The <i>Passé composé</i> Tense (p.36)
Tutorial 1	Talking about past events [1]
Tutorial 2	Talking about past events [2] For this tutorial, read the dialogue: <i>L'heure, c'est l'heure</i>, pp. 35-36 in Panorama and do the reading comprehension exercise, p.130 in the Course Booklet
LLC	<input type="checkbox"/> Do Dictation 4 and check your work, p.35 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study dialogues (pp.34-55) + vocab (pp.36-37) <input type="checkbox"/> Panorama Audiotape: listen to dialogues (pp.34-35) + do exercises (p.37, p.39) <input type="checkbox"/> For next week's first tutorial, make a list of vocabulary on <i>la famille</i> [see dialogues, pp. 42-43, documents, pp.48-49 in Panorama Textbook, p.131 in Course Booklet] <input type="checkbox"/> Do exercises 16-20, pp.73-75 in Course Booklet and check answers, pp.111-112 <input type="checkbox"/> ASSIGNMENT 3 due by Thursday 21 December, 5pm at the latest

MID-TERM BREAK: 22 December 2006 - 7 January 2007
JOYEUSES FÊTES !

WEEK 7	LESSON 5: Describing your family - Finding your way 8 - 12 JANUARY 2007
Lecture 1	Demonstrative Adjectives (p.44) - Possessive Adjectives (p.44)
Lecture 2	Indicating Position (p.46) - The imperative (p.47, p.53)
Tutorial 1	Describing your family (pp.48-49) For this tutorial, complete the vocabulary exercise: <i>la famille</i>, p.131 in the Course Booklet and bring your vocabulary list on <i>la famille</i>
Tutorial 2	Finding your way, asking / giving directions (p.47) Study vocabulary, p.132 in Course Booklet
LLC	<input type="checkbox"/> Ecoutez bien: <i>les jours de la semaine, à la maison, chez les Martin</i> <input type="checkbox"/> Revise Possessive Adjectives (Grammatically Correct) <input type="checkbox"/> Revise conjugation of verbs in the Imperative (Grammatically Correct) <input type="checkbox"/> Ecoutez bien: <i>le plan de la ville, les lieux</i> <input type="checkbox"/> Do some reading /listening exercises from <i>Allons-y !</i> magazine + tape <input type="checkbox"/> Do Dictation 5 and check your work, p.36 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study dialogues (pp.42-43) + vocab (pp.44-49) <input type="checkbox"/> Panorama Audiotape: listen to dialogues (pp.42-43) + do exercises (p.45, p.47) <input type="checkbox"/> Do exercises 21-28, pp.76-81 in Course Booklet and check your answers, p.112-113
WEEK 8	LESSON 6: Talking about everyday life 15 - 19 JANUARY 2007 ASSIGNMENT 4 due by Friday 19 January, 1pm at the latest
Lecture 1	Pronominal Verbs in the Present, Passé composé and Imperative (p.52)
Lecture 2	Pronunciation - Listening comprehension exercises
Tutorial 1	Talking about daily activities (p.54) Study vocabulary: <i>La vie quotidienne</i>, p.136 in the Course Booklet
Tutorial 2	Pronunciation / Listening comprehension exercises - Revision for TEST 2
LLC	<input type="checkbox"/> Panorama Video - Leçon 4: <i>Vie quotidienne d'une mère de famille</i> <input type="checkbox"/> Revise Reflexive Pronouns (Grammatically Correct) <input type="checkbox"/> Practise French pronunciation & intonation focussing on problem areas <input type="checkbox"/> Une journée des Français Video: <i>Le réveil</i> <input type="checkbox"/> Do Dictation 6 and check your work, p.36 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study dialogues (pp.50-51) + vocab (pp.52-55) <input type="checkbox"/> Panorama Audiotape: listen to dialogues (pp.50-51) + do exercises (p.53, p.55) <input type="checkbox"/> Work on Bilan 2 : do exercises 1, 2, 3, 4, 5, 7, 8, 10 in Panorama (pp.59-60) and check your answers, p.117 in the Course Booklet <input type="checkbox"/> Do exercises 29-34, pp.82-86 in Course Booklet and check answers, p.113 <input type="checkbox"/> Revise all lists of vocabulary for TEST 2 on Wednesday 24 January, 11am <input checked="" type="checkbox"/> ASSIGNMENT 4 due by Friday 19 January, 1pm at the latest

WEEK 9	22 - 26 JANUARY 2007 LESSONS 6 & 7: Linking ideas - Talking about traditions in France TEST 2 on Wednesday 24 January, 11am
<p>Lecture 1</p> <p>Lecture 2</p> <p>Tutorial 1</p> <p>Tutorial 2</p> <p>LLC</p> <p>Independent Learning</p>	<p>No Lecture on Monday 22 January: Wellington Anniversary Day</p> <p>TEST 2 (unités 1-2)</p> <p>No Tutorial</p> <p><i>Les fêtes en France</i> in Panorama (pp.56-57) For this tutorial, complete the exercise: <i>Week-end à Wellington</i>, p.138 in the Course Booklet</p> <p><input type="checkbox"/> Panorama Video - Leçon 5: <i>Monet et l'impressionnisme</i>, Leçon 6: <i>Fêtes et célébrations</i></p> <p><input type="checkbox"/> Do some reading/listening exercises from <i>Allons-y!</i> magazine + tape</p> <p><input type="checkbox"/> Do Dictation 7 and check your work, p.36 in the Course Booklet</p> <p><input type="checkbox"/> Panorama Textbook: study vocab (pp.56-57) + documents (pp.62-63)</p> <p><input type="checkbox"/> Panorama Audiotape: do exercises (p.65, p.67)</p>
WEEK 10	29 JANUARY - 2 FEBRUARY 2007 LESSONS 7 & 8: Buying food - Ordering a meal - Describing people ASSIGNMENT 5 due by Friday 2 February, 1pm at the latest
<p>Lecture 1</p> <p>Lecture 2</p> <p>Tutorial 1</p> <p>Tutorial 2</p> <p>LLC</p> <p>Independent Learning</p>	<p>Expressions of Quantity (p.72)</p> <p>The Imperfect - Differences between the Imperfect and the <i>Passé composé</i> (p.64)</p> <p>Buying food - Ordering a meal (p.74) Study dialogues: <i>À l'épicerie</i>, p.141 <i>Au restaurant</i>, p.143 and documents, p.142, p.144 in the Course Booklet</p> <p>Describing people: physical and psychological descriptions (pp.66-67) Study vocabulary, p.145 in the Course Booklet</p> <p><input type="checkbox"/> Expressions of quantity (Grammatically Correct)</p> <p><input type="checkbox"/> Revise conjugation of verbs in the imparfait (Grammatically Correct)</p> <p><input type="checkbox"/> Une journée des Français Video: <i>Le déjeuner, La restauration collective, un déjeuner d'affaires, Un dîner en famille.</i></p> <p><input type="checkbox"/> Panorama Video - Leçon 7: <i>Les objets typiques des années 70, 80, 90</i></p> <p><input type="checkbox"/> Do Dictation 8 and check your work, p.36 in the Course Booklet</p> <p><input type="checkbox"/> Panorama Textbook: study dialogue (pp.70-71) + vocab (pp.64-69, 72-75)</p> <p><input type="checkbox"/> Panorama Audiotape: listen to dialogue (p.70) + do exercises (p.73, p.75)</p> <p><input type="checkbox"/> Practise with a friend: <i>faire des courses, commander au restaurant</i></p> <p><input type="checkbox"/> Do exercises 37-42, pp.89-92 in Course Booklet and check answers, p.114</p> <p><input type="checkbox"/> Work on Bilan 3: do exercises 1, 2, 3, 4, 5, 8, 9 in Panorama (pp.87-88) and check your answers, p.118 in Course Booklet</p> <p><input type="checkbox"/> Revise all vocabulary lists for TEST 3 on Monday 5 February, 11am and TEST 4 on Wednesday 7 February, 11am</p> <p><input type="checkbox"/> Study vocabulary on <i>le temps</i>, Panorama (p.82) and pp.146-147 in the Course Booklet</p> <p><input checked="" type="checkbox"/> ASSIGNMENT 5 due by Friday 2 February, 1pm at the latest</p>

WEEK 11	<p style="text-align: right;">5 - 9 FEBRUARY 2007</p> LESSON 9: Recounting past events TEST 3 on Monday 5 February, 11am TEST 4 on Wednesday 7 February, 11am
Lecture 1	TEST 3 (unités 1-3)
Lecture 2	TEST 4 (unités 1-3)
Tutorial 1	Recounting past events (p.80) For this tutorial, study vocabulary on <i>le temps</i> in Panorama (p.82) and pp.146-147 in the Course Booklet
Tutorial 2	Practice for the oral exam
Oral Exam	Thursday 8 February and Friday 9 February
LLC	<input type="checkbox"/> Panorama Video: Leçon 8: <i>L'Auvergne</i> , Leçon 9: <i>Professions, salaires ou revenus</i> <input type="checkbox"/> Do some reading/listening exercises from <i>Allons-y !</i> magazine + tape <input type="checkbox"/> Do Dictations 9 and 10 and check your work, p.36 in the Course Booklet
Independent Learning	<input type="checkbox"/> Panorama Textbook: study documents (pp.78-79) + vocab (pp.80-86) <input type="checkbox"/> Panorama Audiotape: do exercises (p.81, p.83) <input type="checkbox"/> Revise all lists of vocabulary for TEST 3 and TEST 4 <input type="checkbox"/> Do revisions in preparation for the ORAL EXAM <input type="checkbox"/> Practice for the oral exam with a partner

General University policies and statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar available in hard copy or under 'About Victoria' on the VUW home page at www.vuw.ac.nz.

Student and staff conduct

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor or refer to the statute on the VUW policy website at:

www.vuw.ac.nz/policy/studentconduct

The Policy on Staff Conduct can be found on the VUW website at:

www.vuw.ac.nz/policy/staffconduct

Academic grievances

If you have any academic problems with your course you should talk to the tutor or lecturer concerned; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; VUWSA Education Coordinators are available to assist in this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievance Policy which is published on the VUW website at:

www.vuw.ac.nz/policy/academicgrievances

Academic integrity and plagiarism

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words.

Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website:

www.vuw.ac.nz/home/studying/plagiarism.html

Students with Impairments (see Appendix 3 of the Assessment Handbook)

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, please contact the course coordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building:

telephone: 463-6070

email: disability@vuw.ac.nz

The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

Student Support

Staff at Victoria want students to have positive learning experiences at the University. Each faculty has a designated staff member who can either help you directly if your academic progress is causing you concern, or quickly put you in contact with someone who can. In the Faculty of Humanities and Social Sciences the support contact is **Dr Allison Kirkman, Murphy Building, room 407**. Assistance for specific groups is also available from the Kaiwawao Maori, Manaaki Pihipihinga or Victoria International.

In addition, the Student Services Group (email: student-services@vuw.ac.nz) is available to provide a variety of support and services. Find out more at:

www.vuw.ac.nz/st_services/

VUWSA employs Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office (tel. 463-6983 or 463-6984, email at education@vuwsa.org.nz) is located on the ground floor, Student Union Building.