

**SCHOOL OF ASIAN AND EUROPEAN
LANGUAGES AND CULTURES**

ITALIAN PROGRAMME

ITAL 216 - ITALIAN LANGUAGE - 2B

COURSE OUTLINE 2007



**Course Co-ordinator: Dr. Marco Sonzogni
Room VZ 504**

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Office Hours: Monday, 3-4pm, and Wednesday, 12noon-1pm

1. COURSE TITLE – COURSE CODE – YEAR

This is the **course description** and **timetable** for **ITAL 216 (CRN 9137)**, for the year **2007**. The course is worth **22 points** and runs for the **second trimester**. Please read through this material carefully in the first week of the course, and refer to it regularly.

2. STAFF

VZ 610	Nina Cuccurullo (nina.cuccurullo@vuw.ac.nz , tel. 463 5293) is the Italian Administrator. Her hours are 8.15 am to 4.15pm, Monday to Friday.		
VZ 601	Claudia Bernardi claudia.bernardi@vuw.ac.nz	Programme Director	tel. 463 5646
VZ 602	Dr Sarah (Sally) Hill sarah.hill@vuw.ac.nz	Lecturer (on leave until February 2008)	tel. 463 5298
VZ 504	Dr Marco Sonzogni marco.sonzogni@vuw.ac.nz	Lecturer	tel. 463 6284
VZ 607	Palmiro Sportoletti palmiro.sportoletti@vuw.ac.nz	Italian Government Lector	tel. 463 5974
VZ 607	Sibilla Paparatti sibilla.paparatti@vuw.ac.nz	Senior Tutor	tel. 463 5974
SAELC VZ 705	Co-ordinator for Students with Disabilities Dr Andrew Barke andrew.barke@vuw.ac.nz		tel. 463 6467
SAELC VZ 514	Co-ordinator for Maori and Pacific Students Dr Keren Smith keren.smith@vuw.ac.nz		tel. 463 5798

3. ITAL 216 CLASSES

Students must attend **2 Lectures** per week, at the following times:

Tuesday and Wednesday, 3-4 pm in KK (Kirk) 203

Students must attend **1 Tutorial Class** per week, at one of the following times:

Tuesday, 10-11 am, in 22 KP (Kelburn Parade) 104

Thursday, 11-12noon in VZ (Von Zedlitz) 509

Students must attend **1 AV (Audio-Visual) Class** per week, at one of the following times:

Wednesday, 10-11am, in Von Zedlitz (VZ) 710

Thursday 12noon-1pm in Von Zedlitz (VZ) 510

Please note that **Tutorial Classes** and **AV Classes** start in the **second week** of the trimester. Students **must** choose a **Tutorial Class Group** and an **AV Class Group** by signing on the lists posted on the Italian Programme notice-board—on **Level 5 of Von Zedlitz (VZ)**—**during Week 1**.

Students **must** remain in their allotted group for the whole course, unless a change is authorised by the Course Co-ordinator.

Please also note that **cellular phones** and **paggers should be switched off** for the duration of all classes and tutorials.

4. ITAL 216 AIMS AND OBJECTIVES

ITAL 216 is a **second trimester, 22-point intermediate course** for students who wish to maintain and develop a solid grammatical base and fluency in the Italian language.

Aims

The aim of the course is to improve students' competence in both spoken and written Italian. The teaching of the language is reinforced through written exercises, reading comprehension activities and set assignments. Emphasis is placed on practical work and the development of communicative abilities through conversation and audio-visual activities.

Objectives

Upon completing the course successfully students will be able to:

- (i) understand Italian spoken at reasonable speed by native speakers;
- (ii) understand texts written in standard Italian;
- (iii) read aloud in Italian with correct pronunciation, reasonable accuracy and fluency;
- (iv) express ideas in written and spoken Italian on a number of topics, showing that they have assimilated the rules of grammar and syntax as well as much of the vocabulary studied during the year;
- (v) translate from English into Italian and from Italian into English passages of medium difficulty, on a wide range of topics;
- (vi) demonstrate some knowledge of aspects of Italian culture and society.

5. TEXTS

F. Italiano and **I. Marchegiani Jones, *Crescendo!*, Fort Worth: Harcourt College Publishers, 2nd ed, 2007**. Students **are required** to purchase both **textbook** and **workbook**. These textbooks are available from the **Victoria Book Centre**.

6. ASSESSMENT

Assessment for **ITAL 216** is **in-term**, as follows:

- 2 written tests (20% each)
- 2 assignments (10% each)
- 2 AV tests (10% each)
- Tutorial class assessment (10%)
- 1 oral examination (10%)

The relevant dates for assessed work are detailed in the Course Timetable (Section 17).

7. RELATION OF ASSESSMENT TO OBJECTIVES

The **written tests** and the assignments relate to objectives (I), (III) and (IV), as specified in Section 4. The **AV tests**, the **Tutorial class assessment** and the **oral examination** relate to objectives (I), (II) and (IV), as specified in Section 4.

8. PRESENTATION OF ASSIGNMENTS

Tidy presentation of assignments is **essential**. Work may be **typed** or **neatly handwritten**. Crossings-out indicate that a piece of work is still at draft stage. Allow space for correction: leave a 4-centimetre margin and write on alternate lines. **Do not write in pencil**. All assignments **must** include a cover sheet available from **SAELC Reception**. Assignments are to be handed in to the **Italian assignment slot** located to the left of the **SAELC Reception area** on the **6th floor of Von Zedlitz (VZ)**. Corrected work will be handed out in class. If you don't collect work in class, you will be able to collect it from the **SAELC Reception area** on the **6th floor of Von Zedlitz (VZ)**. **All work not collected will be destroyed 3 months after the date of the final written test.**

9. PENALTIES

The due dates for the assignments given in the Course Timetable (Section 17) **must** be adhered to. Although work may be accepted late in special circumstances, the Course Co-ordinator should always be contacted on or before the due dates if there is a problem. The penalty for work presented late without prior approval is a **5% deduction per day**. In addition, please note that up to a **maximum of 5%** may be deducted for poorly presented assignments (see Section 8).

10. TESTS AND IMPAIRMENT

The dates of the tests given in the Course Timetable (Section 17) **must** be adhered to. You should always sit a test if humanly possible, obtaining a medical certificate if you wish to claim impairment. If you sit a test but believe your performance has been radically affected by some medical or other factor, inform the Course Co-ordinator **immediately**. If you fail the test, you may be able to claim impairment. If you are unable to sit a test, for severe medical, personal or family reasons, you should do everything possible to notify the Course Co-ordinator, if necessary through the Administrator, **before** the test, or to get a friend or family member to do so on your behalf. Only in cases of severe illness or other exceptionally difficult circumstances, which must normally be documented, can the Programme consider allowing students to sit a test at a different time from that indicated.

11. STUDENTS WITH DISABILITIES

The University has a policy of reasonable accommodation of the needs of students with disabilities in examinations and other assessment procedures. See the Course Coordinator if you have any special requirements or requests. For the room and telephone number of the Co-ordinator for Students with Disabilities in the School of Asian and European Languages and Cultures, see Section 2 above.

12. WORKLOAD

The Humanities and Social Sciences Faculty Committee on Workloads and Assessment has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. Students enrolling in a 200-level, one trimester, 22-point course **should work on average 15 hours per week**, including the 4 contact hours – i.e., in the case of **ITAL 216, 11 hours of private study outside class time.**

13. MANDATORY COURSE REQUIREMENTS

In order to complete ITAL 216, students are required to do the following, unless specific exemptions have been agreed to:

- (a) attend a minimum of **80%** of the AV classes;
- (b) attend a minimum of **80%** of the tutorial classes;
- (c) submit the two written assignments by the dates indicated;
- (d) sit the two written tests on the dates indicated;
- (e) sit the two AV tests at the appointed times;
- (f) attend the oral examination at the appointed time;

To pass **ITAL 216** a student must meet the mandatory course requirements and achieve at least an average of “C” over all the assessment. Students who gain at least 50% of the course marks, but fail the course due to not satisfying a mandatory course requirement, will receive a K grade. Students who gain less than 50% will receive a D or an E grade, whether or not they have completed the mandatory course requirements.

The relation of grades to percentages, for any work and for the course as a whole, is as follows: **A+** (85-100%), **A** (80-84%), **A-** (75-79%), **B+** (70-74%), **B** (65-69%), **B-** (60-64%), **C+** (55-59%), **C** (50-54%), **D** (40-49%), **E** (0-39%).

14. STUDENTS REPRESENTATIVES AND STUDENT EVALUATIONS

In the **second week** of lectures, staff will facilitate **the election of a class representative** for each lecture group. Student reps are a valuable means of communication between teaching staff and students. In addition, students can approach any member of staff individually to talk about the courses as a whole, any particular aspect of a course, or their own individual progress. At the end of the course students may be asked to fill out questionnaires prepared by the University's Teaching and Development Centre. These questionnaires relate either to the course, or to an individual lecturer's contribution. They are an important part of the University's accountability process, and the results are helpful in the University's attempts to maintain and raise the standards of the education it offers.

15. ITALIAN CLUB, STUDENT FACILITIES

All students of Italian are encouraged to join the students' **Italian Club** and to participate in the cultural and social events organised. The Italian seminar room for tutorials and small classes is usually **Von Zedlitz (VZ) 509**. Members of the Italian Club may book this room through the Administrator for Italian Club activities when it is not in use for teaching by the Italian Programme or other Departments. Room **Von Zedlitz (VZ) 603** is a **library** where Italian **books, newspapers and magazines** are available for consultation.

16. THE LANGUAGE LEARNING CENTRE (LLC)

The Language Learning Centre (LLC) on Floor O of the Von Zedlitz Building holds a large collection of cassette tapes, videotapes and CD-Roms for all languages including Italian. You can work on any of these materials individually, by booking a time and ordering the material from the Language Learning Centre (LLC) staff. In preparation and consolidation of the **ITAL 216 Tutorial Classes** and **AV Classes**, students *are encouraged* to use the audio materials that accompany the textbook.

17. ITAL 216—COURSE TIMETABLE 2005

Week starting	Class, chapter of course-book, grammar topic and assessments	
1 July 9	Lect. 1 Lect. 2 No Tutorials class this week No AV classes this week	Introduction to the course Chapter 7: Subjunctive (i)
2 July 16	Lect. 1 Lect. 2 Tutorial class AV class	Chapter 8: Subjunctive (ii) Chapter 8: Subjunctive (iii) Oral communication activities Audio-visual and written activities
3 July 23	Lect. 1 Lect. 2 Tutorial class AV class	Chapter 9: Partitive Chapter 9: Imperative Oral communication activities Audio-visual and written activities
4 July 30	Lect. 1 Lect. 2 Tutorial class AV class Assignment 1 due Wednesday 1 August 5 pm	Chapter 9: Hypothetical sentences (i) Chapter 9: Hypothetical sentences (ii) Oral communication activities Audio-visual and written activities
5 August 6	Lect. 1 Lect. 2 Tutorial class AV class	Revision Written Test 1: Wednesday 8 August Oral communication activities Audio-visual and written activities
6 August 13	Lect. 1 Lect. 2 Tutorial class AV class	Chapter 10: Infinitive verbs (i) Chapter 10: Infinitive verbs (ii) Oral communication activities AV Test 1: 15 and 16 August
MID-TRIMESTER BREAK [20 August – 2 September]		
7 September 3	Lect. 1 Lect. 2 Tutorial class AV class	Chapter 11: Relative pronouns. Chapter 11: Demonstrative adjectives and pronouns Oral communication activities Audio-visual and written activities

Week starting	Class, chapter of course-book, grammar topic and assessments		
8	September 10	Lect. 1 Lect. 2 Tutorial class AV class	Chapter 11: Indirect speech (i); Chapter 11: Indirect speech (ii) Oral communication activities Audio-visual and written activities
9	September 17	Lect. 1 Lect. 2 Tutorial class AV class	Chapter 12: Impersonal forms (i) Chapter 12: Impersonal forms (ii) Oral communication activities Audio-visual and written activities
10	September 24	Lect. 1 Lect. 2 Tutorial class AV class Assignment 2 due Wednesday 26 September 5 pm	Chapter 12: Passive verbs (I) Chapter 12: Passive verbs (II) Oral communication activities Audio-visual and written activities
11	October 1	Lect. 1 Lect. 2 Tutorial class AV class	Revision; Correction of Assignment 2 Revision Oral communication activities AV Test 2: 3 and 4 October
12	October 8	Lect. 1 Lect. 2 No tutorial class this week No AV class this week Oral examination: time and date to be advised	Written Test 2: Tuesday 10 October Correction of Written Test 2

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.victoria.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.victoria.ac.nz/policy/studentconduct. The Policy on Staff Conduct can be found on the VUW website at: www.victoria.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.victoria.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.victoria.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 contacts are **Dr Allison Kirkman, Murphy Building, room 407** and **Dr Stuart Brock, Murphy Building, room 312**. Assistance for specific groups is also available from the Kaiwawao Māori, Manaaki Pihipihinga or Victoria International.

Manaaki Pihipihinga Programme

This programme offers:

- Academic mentoring for all Māori & Pacific students at all levels of undergraduate study for the faculties of Commerce & Administration and Humanities & Social Sciences. Contact Manaaki-Pihipihinga-Programme@vuw.ac.nz or phone 463 6015 to register for Humanities & Social Science mentoring and 463 8977 to register for mentoring for Commerce and Administration courses
- Postgraduate support network for the above faculties, which links students into all of the post grad activities and workshops on campus and networking opportunities
- Pacific Support Coordinator who can assist Pacific students with transitional issues, disseminate useful information and provide any assistance needed to help students achieve. Contact; Pacific-Support-Coord@vuw.ac.nz or phone 463 5842.

Manaaki Pihipihinga is located at: 14 Kelburn Parade, back court yard, Room 109 D (for Humanities mentoring & some first year Commerce mentoring) or Room 210 level 2 west wing railway station Pipitea (commerce mentoring space). Māori Studies mentoring is done at the marae.

Student Services

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.victoria.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.