

ITAL 316 *ITALIAN LANGUAGE 3B*

COURSE OUTLINE 2007

1 COURSE TITLE, COURSE CODE, YEAR

This is the course description and timetable for ITAL 316 (CRN 13048), for the year 2007. The course is worth 24 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

The Italian Programme of the School of Asian and European Languages and Cultures (S.A.E.L.C.) is located on the 5th and 6th floors of the Von Zedlitz (VZ) Building, Kelburn Parade.

Staff offices in the Italian Section are as follows:

VZ601	Claudia Bernardi	Italian Programme Director	ph. 463 5646
VZ602	Dr Sarah Hill	Lecturer (<i>on leave until February 2008</i>)	ph 463 5298
VZ504	Dr Marco Sonzogni	Lecturer	ph. 463 6284
VZ607	Palmiro Sportoletti	Italian Government Lector	ph. 463 5974
VZ607	Sibilla Papparatti	Senior Tutor	ph. 463 5974
VZ610	Nina Cuccurullo	Administrator	ph. 463 5293 (<i>Nina's hours are 8.15 am to 4.15 pm Monday to Friday</i>)
	<u>S.A.E.L.C. Co-ordinator for Students with Disabilities</u>		
VZ705	Dr Andrew Barke		ph. 463 6467
	<u>S.A.E.L.C. Co-ordinator for Maori and Pacific Students</u>		
VZ514	Dr Keren Smith		ph. 463 5798

The Course Co-ordinator and Lecturer for ITAL 316 is Claudia Bernardi. Oral classes (tutorials) and audio-visual (AV) classes will be taught by Palmiro Sportoletti. Staff are available for student consultation at times indicated on their office doors. The Italian noticeboard is in the corridor of Von Zedlitz (VZ), level 5. Important information is posted on it, so please check it regularly.

3 ITAL 316 CLASSES

Lectures: Monday and Thursday 3.10-4 pm, Von Zedlitz (VZ) 509

Tutorial: Thursday 1.10-2 pm, Von Zedlitz (VZ) 107

AV class: Monday 1.10-2 pm, Von Zedlitz (VZ) 003

Please note that tutorials and AV classes start in the second week of the trimester.

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

4 ITAL 316 AIMS AND OBJECTIVES

ITAL 316 is a one trimester 24-point practical course for students who want to attain advanced language skills in the Italian language.

Aims of the course:

- (i) to develop the skills of reading, writing, oral comprehension and speaking of standard Italian to an advanced level;
- (ii) to provide training in translation from Italian into English of texts covering a variety of subject matters and registers;
- (iii) to present, through the choice of material for study, insights into various aspects of contemporary Italian society and culture.

Objectives: Upon completing the course successfully students will be able to:

- (i) read and comprehend a wide variety of authentic Italian texts;
- (ii) have a grasp of current affairs and be able to read Italian newspapers with a good degree of linguistic and contextual comprehension;
- (iii) write with an increased degree of grammatical accuracy and a wide range of standard vocabulary;
- (iv) comprehend standard Italian spoken at normal to fast speed;
- (v) speak on a variety of topics confidently, fluently and with good pronunciation;
- (vi) translate from Italian into English with a good level of accuracy and speed.

5 TEXT

Rosella Bozzone Costa, *Viaggio nell'italiano*. Seconda edizione (Turin: Loescher, 2004). The text is available from the Victoria Book Centre.

6 ASSESSMENT

Assessment for ITAL 316 is by in-term assessment, as follows:

- (i) 2 written tests (20% each);
- (ii) 2 assignments (10% each);
- (iii) 2 tutorial/AV tests (10% each);
- (iv) oral assessment (10%)
- (v) 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 students' competency in objectives (i), (ii), (iii) and (vi), as specified in Section 4 (ITAL 316 Aims and Objectives). The tutorial/AV tests, oral assessment and oral examination relate to objectives (iv) and (v).

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 the SAELC Reception on the sixth floor of Von Zedlitz (VZ 610). Assignments are to be handed into the Italian

assignment slot located to the left of the SAELC Reception area (VZ 610). Corrected work will be handed out in class. If you do not collect your work in class, you will be able to collect it from your lecturer. All work not collected will be destroyed 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 Co-ordinator if you have any special requirements or requests. For the room and telephone number of the Co-ordinator for Students with Disabilities in the SAELC, 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 300-level, one trimester, 24-point course should work on average 18 hours per week, including the 4 contact hours – i.e., in the case of ITAL 316, *14 hours of private study outside class time*.

13 MANDATORY COURSE REQUIREMENTS

In order to complete ITAL 316, students are required to do the following, unless specific exemptions have been agreed to:

- (i) attend a minimum of 80% of the oral (tutorial) and audio-visual (AV) classes;
- (ii) submit the 2 written assignments by the date indicated;
- (iii) sit the 2 written tests on the dates indicated;
- (iv) sit the 2 tutorial/AV tests on the dates indicated;
- (v) attend the oral examination at the appointed time.

To pass ITAL 316 students must meet the mandatory course requirements and achieve at least an average C over all 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 STUDENT 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 course as a whole, any particular aspect of it, 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.

Room Von Zedlitz (VZ) 603 is a library and club room for Italian students, with a noticeboard for the Italian Students' Club. Italian books, newspapers and magazines are available for consultation, but please do not take them away.

16 THE LANGUAGE LEARNING CENTRE

The Language Learning Centre (Level 0, von Zedlitz Building) supports the teaching and learning of languages at Victoria. There are multimedia language learning resources and facilities, including computers and access to Italian television over the internet.

Students are welcome to come to the centre for independent language learning at any time throughout the year, accessing a range of course and supplementary resources. Individual study of materials chosen by you is known as “self-access”, and this study should be seen as an essential part of any language course.

17 ITAL 316: COURSE TIMETABLE 2007

<i>Week</i>	<i>Starting</i>	<i>Unit of “Viaggio nell’italiano”</i>	<i>Assessment dates</i>
1.	9 July	UNITÀ 7: <i>La situazione linguistica in Italia oggi</i> (No AV class and tutorial this week)	
2.	16 July	UNITÀ 7 (continua)	
3.	23 July	UNITÀ 8: <i>Il piacere della lettura</i>	
4.	30 July	UNITÀ 8 (continua)	Assignment 1 due 3 August, 5pm
5.	6 August	UNITÀ 9: <i>Il cinema italiano, un cinema da tener d’occhio</i>	
6.	13 August	Lecture 1: Revision Lecture 2: Written Test 1 (AV class and tutorial running as normal)	Thursday, 16 August

MID-TRIMESTER BREAK

7.	3 September	UNITÀ 10: <i>Bell’Italia</i> AV class: AV Test 1 (Lectures and tutorial running as normal)	Monday, 3 September
8.	10 September	UNITÀ 10 (continua)	Assignment 2 due 14 Sept, 5 pm
9.	17 September	UNITÀ 11: <i>Nord e Sud s’incontrano</i>	
10.	24 September	UNITÀ 12: <i>Canzone d’autore italiana</i>	
11.	1 October	Lecture 1: Revision Lecture 2: Written Test 2 (AV class and tutorial running as normal)	Thursday, 4 October
12.	8 October	AV class: AV test 2 ORAL EXAMINATION: time and place tba (No lectures and tutorial this week)	Monday, 8 October

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.