



TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI



VICTORIA
UNIVERSITY OF WELLINGTON

Te Kawa a Māui

MAOR 102

Te Arumanga

Elementary Māori
Language

Trimester 2
2007

IMPORTANT

**Please read and note the information
on the back page of this course outline**

MAOR102
Te Arumanga – Elementary Māori Language
Course Outline 2007

Tēnā koutou e ngā taurā e whai nei i te reo rangatira. Ko tēnei te mihi nui ki a koutou katoa i runga anō i te kaupapa o tō tātou reo rangatira. Koinei ngā tohutohu mō te tau 2007.

1 KO NGĀ KAIWHAKAAKO
Course Personnel

- | | | |
|-----|-------------------------------------|--|
| 1.1 | Ko te Pūkenga Course Coordinator | Arini Loader Room 208, 50 Kelburn Parade Telephone 463 5412 Email: arini.loader@vuw.ac.nz |
| | Office Hour | TBA |
| 1.2 | Tutors | Tai Ahu and Pania Lee Room 203, 48 Kelburn Parade Telephone 463 5471 |
| | Office Hours | See Tutors' Office Door |

Notices and course information will be posted on the notice boards at 48 Kelburn Parade. Notices and course information will also be posted on 'Blackboard', at <http://blackboard.vuw.ac.nz>.

2 KO NGĀ WHĀINGA ME NGĀ HUA **Course Aims, Objectives and Learning Outcomes**

MAOR102 is a course for students with an elementary grasp of oral and written Māori language. The aim of this course is to attain a level of language competency equivalent to NCEA Level 3/Bursary. The course content focuses on developing the following skills in te reo Māori: listening, speaking, reading and writing.

Students who pass this course will be able to:

- pronounce te reo Māori accurately and confidently
- demonstrate an ability to understand and appropriately use the grammatical structures taught in this course in a variety of different contexts
- use a minimum of 450 vocabulary items appropriately in both oral and written media
- demonstrate listening proficiency in te reo Māori at a level consistent with this course
- demonstrate an ability to speak te reo Māori fluently at a level consistent with this course
- understand texts written in te reo Māori at a level consistent with this course
- demonstrate an ability to write te reo Māori fluently at a level consistent with this course

3 KO NGĀ PUKAPUKA **Texts**

3.1 Text Required

Students are required to purchase the Course Book, *Te Arumanga MAOR 102*, from Student Notes, Student Union Building. This text provides lecture material, tutorial material, vocabulary lists, and practice exercises. It should be brought to every lecture and tutorial session.

Te Kawa a Māui, 2007. *Te Arumanga. MAOR 102*. Wellington: Victoria University Student Notes Distribution Centre.

3.2 Text Required

Karetu, S. T., 1974. *Te Reo Rangatira*. Wellington: GP Publications.

3.3 Dictionary Required

Ngata, H. M., 1993. *English-Māori Dictionary*. Wellington: Learning Media.

3.4 Te Kawa a Māui Academic Writing Guide 2007 Edition. Victoria University Student Notes Distribution Centre.

4 KO NGĀ MAHI Course Work

Through a combination of the learning opportunities provided in the programme of lectures and tutorials together with noho marae and private study, students will be enabled to meet the course aims, objectives and learning outcomes above.

4.1 Ngā Karaehe Lectures

Lectures are held on Monday and Friday from 10:00am to 10:50am in Hugh McKenzie Lecture Theatre 002, and on Thursday from 10:00am to 10:50am in Murphy Lecture Theatre 220.

| | | |
|-----------------------|---------------------------|-----------------|
| Monday, Friday | 10:00am to 10:50am | HM LT002 |
| Thursday | 10:00am to 10:50am | MY LT220 |

It is important for students to attend a high proportion of classes to achieve the learning outcomes of this course.

4.2 Ngā Akoranga Whāiti Tutorial Sessions

Tutorial sessions of fifty minutes are held weekly over 10 weeks. Students must attend a minimum of seven tutorials to complete the course (refer 6).

Please Note

Tutorial preference forms will be circulated in the first week. Students must select their preferred times and attend the first tutorial in week two.

4.3 Noho Marae Marae Stay

All students are expected to participate in the noho marae. This will be held on Tuesday 31 July – Wednesday 1 August at Te Herenga Waka Marae. The programme for the noho marae will be explained in lectures.

Attendance at the noho marae or an assignment in lieu (see below) is a course requirement so make arrangements **NOW** for time off from sport, work or other commitments. The noho marae experience forms an integral part of this course. Students are expected to make every effort to attend.

Students with difficulties **MUST** see the Course Coordinator well before the noho marae. Students who do not attend the noho marae will be required to complete one of the following tasks by Thursday 16 August.

- a 500 word essay written in te reo Māori on the history of Te Herenga Waka Marae
- a 1200 word essay written in English on marae protocol

The koha for the noho marae is \$15.00 and this can be paid at the Administration Office, 50 Kelburn Parade.

4.4 Ko te Nui o ngā Mahi
Course Workload

MAOR 102 2/3 12 hours per week (inclusive of lectures and tutorials)

5 KO NGĀ TATAURANGA AROMATAWAI
Course Assessment

5.1 Course Work

All written work for this course **MUST** be posted in the Assignment Box at 50 Kelburn Parade. All assignments are registered in the Māori Studies Office. Please keep a copy of your work. **DO NOT** hand work to the Course Coordinator, Tutors, or leave assignments under the Course Coordinator's door.

5.2 Ngā Tatauranga
Assessment Tasks

Information about all course assessment is contained in this course outline. Assessment will be explained in lectures and tutorials. If you are unsure about any assessment requirement, please contact the Course Coordinator.

This course is designed to assess your development in both written and oral Māori language skills. The final grade for MAOR 102 will be determined by the following:

| | |
|----------------------------------|------------|
| INTERNAL COURSEWORK | 60% |
| FINAL WRITTEN EXAMINATION | 40% |

| | | |
|-------------------------------------|-----|----------------------------------|
| 5.3 Internal Course Work | 60% | |
| In-Course Test | 10% | Rāpare 2 Hereturikōkā (Week 4) |
| Waiata | 5% | Tutorial 4 (Week 5) |
| Writing Assignment | 15% | Rāpare 16 Hereturikōkā (Week 6) |
| Oral Presentations | | |
| Prepared | 5% | Tutorial 7 (Week 8) |
| Unprepared | 5% | Tutorial 8 (Week 9) |
| Prepared/Unprepared | 10% | Tutorial 9 or 10 (Week 10 or 11) |
| Vocabulary Tests | 5% | Weekly Tutorials |
| Tutorial Attendance & participation | 5% | Weekly Tutorials |

5.3.1 In-Course Test 10%

The test will take place during normal lecture time and will be held **Rāpare 2 Hereturikōkā**. It will include coverage of the following:

- grammar and vocabulary covered up to this point in the course

Further details will be provided during lectures.

5.3.2 Writing Assignment 15%

You are required to submit a piece of writing in te reo Māori on a Māori proverb. The word limit is 800 words. You **MUST** submit this on **Rāpare 16 Hereturikōkā by 4:00pm** in the Assignment Box, Māori Studies Office, 50 Kelburn Parade.

You are expected to follow the normal conventions for essay writing and follow the Academic Writing Guide 2007 Edition. The Academic Writing Guide is available from the Student Notes Distribution Centre. Further instruction will be provided in lectures.

A list of reference texts is included in this Course Outline. Texts are reserved at Te Pātaka Kōrero/University Library on 3-Day Loan.

Students who show that they require support in essay skills such as presentation, referencing, structure will be advised to attend two Student Learning Support (SLS) essay writing workshops (times to be announced).

5.3.3 Waiata 5%

Students are required to learn and perform the waiata 'Kāore Taku Raru'. This waiata will be practiced in tutorials and lectures. Students will complete a group assessment of the waiata. Assessment will be conducted in **tutorial four (week 5)**.

5.3.4 Oral Presentations 20%

The first oral presentation is a prepared speech and will be presented in **tutorial 7 (week 8)**. Your essay (see 5.3.2) will be returned and you must memorise and present a **five minute** speech based on your essay. Further details will be provided in lectures. This assessment is worth 5%.

The second oral presentation is an unprepared speech and will be presented in **tutorial 8 (week 9)**. You will select a topic in your tutorial on the day and will present a **five minute** speech based on your topic. Further details will be provided in lectures. This assessment is worth 5%.

The third oral presentation is a choice of either a prepared or unprepared speech. This will be presented in **tutorial 9 (week 10)** or **tutorial 10 (week 11)**. You must either memorise and present a 10 minute speech based on a topic previously agreed upon by the Course Coordinator or present an unprepared 10 minute speech based on a topic chosen in your tutorial on the day. Further details will be provided in lectures. This assessment is worth 10%.

5.3.5 Vocabulary Tests 5%

Vocabulary tests will be held at the beginning of each tutorial session. Vocabulary lists are contained in *Te Arumanga*. You must complete a minimum of 9 of 10 vocabulary tests.

Those who complete 9 of 10 tests will be awarded 0.5% for each test score of 30 or above. This will go towards your final mark.

5.3.6 Tutorial Attendance 5%

You will be awarded 0.5% for each tutorial you attend and actively participate in.

5.4 Final Written Examination 40%

The final written examination is a two hour closed book examination held at Victoria University. The examination period is from **19 Whiringa-ā-Nuku – 10 Whiringa-ā-Rangi 2007**. The specific date, time and location for the final examination will be advised.

6 KO NGĀ MAHI
Course Requirements

In order to complete this course, students must:

- attend 28 out of 36 lectures
- attend 7 out of 10 tutorial sessions
- complete 9 out of 10 vocabulary tests
- attend the entire Noho Marae or complete a make-up assignment
- attain a minimum of 40% in the Final Examination
- attain at least 50% when combining internal and exam marks

7 KO NGĀ WHIUNGA
Penalties

All course assessments must be satisfactorily completed. If you do not complete a piece of assessment, you will not meet course requirements. If you miss an assessment, you must contact the Course Coordinator.

Extensions will only be granted for valid reasons. You **MUST** contact the Course Coordinator. Tutors will not give extensions. Work submitted late will be penalised by 5% for each day. Where students have not informed the Course Coordinator, more severe penalties may be imposed.

It is important to begin work on assignments well in advance of the due date. Lack of planning and organisation does not constitute a valid reason for late submission.

8 RAUHĪ TAUIRA
Manaaki Pihipihinga Tuakana/Teina/ Mentoring Support

This programme is designed to provide academic and social support to students enrolled in any course at Te Kawa a Māui, Māori Studies. You need to register for this programme. Further details will be provided in lectures.

9 KO TE MAHERE MAHI
Course Programme

| Week | Date | Lecture | Other Information |
|--|-----------------|---|---|
| 1 | 9 Hōngongoi | L1 Introduction | Select tutorial preference time in lecture |
| | 12 Hōngongoi | L2 | |
| | 13 Hōngongoi | L3 | <i>Make preparations now for Noho Marae.</i> |
| 2 | 16 Hōngongoi | L4 | T1 Kupu Hou Test (1) .5% Attendance 0.5% |
| | 19 Hōngongoi | L5 | |
| | 20 Hōngongoi | L6 | |
| 3 | 23 Hōngongoi | L7 | T2 Kupu Hou Test (2) .5% Attendance 0.5% |
| | 26 Hōngongoi | L8 | |
| | 27 Hōngongoi | L9 | <i>Make preparations now for Noho Marae.</i> |
| 4 | 30 Hōngongoi | L10 | T3 Kupu Hou Test (3) .5% Attendance 0.5% |
| 31 Hōngongoi 2007 – 1 Hereturikōkā 2007 NOHO MARAE Bring blankets, coursebook, pens and paper | | | |
| | 2 Hereturikōkā | L11 In-Course Test 10% | |
| | 3 Hereturikōkā | L12 | |
| 5 | 6 Hereturikōkā | L13 | T4 Kupu Hou Test (4) .5% Attendance 0.5% Waiata Assessment (5%) |
| | 9 Hereturikōkā | L14 | |
| | 10 Hereturikōkā | L15 | |
| 6 | 13 Hereturikōkā | L16 | T5 Kupu Hou Test (5) .5% Attendance 0.5% |
| | 16 Hereturikōkā | L17 Writing Assignment 15% Hand in to the assignment box, 50KP, by 4:00pm | |

| Week | Date | Lecture | Other Information |
|--|------------------------|--|---|
| | 17 Hereturikōkā | L18 | |
| 20 Hereturikōkā 2007 – 2 Mahuru 2007 MID COURSE BREAK NO LECTURES | | | |
| 7 | 3 Mahuru | L19 Te Reo Rangatira Wāhanga Tuatahi: Pg 1 | T6 Kupu Hou Test (6) .5% Attendance 0.5% |
| | 6 Mahuru | L20 | |
| | 7 Mahuru | L21 | |
| 8 | 10 Mahuru | L22 Te Reo Rangatira Wāhanga Tuarua: Pg 19 | T7 Kupu Hou Test (7) .5% Attendance 0.5% Prepared Speech 5% |
| | 13 Mahuru | L23 | |
| | 14 Mahuru | L24 | |
| 9 | 17 Mahuru | L25 Te Reo Rangatira Wāhanga Tuatoru: Pg 37 | T8 Kupu Hou Test (8) .5% Attendance 0.5% Unprepared Speech 5% |
| | 20 Mahuru | L26 | |
| | 21 Mahuru | L27 | |
| 10 | 24 Mahuru | L28 Te Reo Rangatira Wāhanga Tuawhā: Pg 59 | T9 Kupu Hou Test (9) .5% Attendance 0.5% Prepared/Unprepared Speech 10% |
| | 27 Mahuru | L29 | |
| | 28 Mahuru | L30 | |
| 11 | 1 Whiringa-ā- Nuku | L31 | T10 Kupu Hou Test (10) .5% Attendance 0.5% Prepared/Unprepared Speech 10% |
| | 4 Whiringa-ā- Nuku | L32 | |
| | 5 Whiringa-ā- Nuku | L33 | |
| 12 | 8 Whiringa-ā- Nuku | L34 Te Whakakapi | |
| | 11 Whiringa-ā- Nuku | L35 Recap of Course | |
| | 12 Whiringa-ā- Nuku | L36 Exam Revision | |

10 KO NGĀ PUKAPUKA

Texts

A variety of texts have been placed on 3-Day loan at the Library (Level 3) to assist you with your study and essay writing. The Māori Resource Librarian is also available at the Library to assist you with research and finding books to support your essay.

10.1 Language Learning Reference Texts

These texts are available from Te Pātaka Kōrero (VUW Library) and Te Pūtahi Reo (Language Learning Centre). These libraries have a wealth of resources to assist your language learning.

Foster, J., 1987. *He Whakamārama: A new course in Māori*. Auckland: Methuen.

Moorefield, J.C. 1988. *Te Kākano*. Auckland: Longman & Paul.

Ryan, P.M. 1978. *Modern Māori: Book 1*. Auckland: Heinmann Publishers Ltd.

Ryan, P.M. 1980. *Modern Māori: Book 2*. Auckland: Heinmann Publishers Ltd.

10.2 Dictionaries Used For Reference Only

Biggs, Bruce, 1981. *The Complete English-Māori Dictionary*. Auckland: Auckland University & Oxford University Press.

Cleave, P., Mataira, K., Pere, R. 1978. *He Pukapuka Kupu Āhua Māori: Oxford Māori Picture Dictionary*. Wellington: Oxford University Press.

Ngata, H.M. 1993. *English – Māori Dictionary*. Wellington: Learning Media.

10.3 Essay Reference Texts

Brougham, A, and A Reed, 1999. *The Reed Book of Māori Proverbs. Te Kohikohinga Whakatauki a Reed*. Auckland: Reed Books.

Dewes, Koro, 1974. *Māori Oral Arts: He Poutoko Manawa Nō Te Māoritanga*. London. Photocopy of typescript.

King, Michael, 1977. *Te Ao Hurihuri: The World Moves On: Aspects of Māoritanga*. Wellington: Hicks Smith

Kohere, R.T., 1951. *He Konae Aronui. Maori Proverbs and Sayings*. Wellington: A.H. and A.W. Reed.

Mead, Hirini, 2001. *Ngā Pepeha a Ngā Tīpuna. The Sayings of the Ancestors*. Wellington: Victoria University Press.

Mead, Sidney Moko, 1997. *Landmarks, Bridges and Visions: Aspects of Māori Culture*. Wellington: Victoria University Press.

Orbell, Margaret, 1991. *Waiata: Maori songs in history. An anthology.* Auckland: Reed Books.

Riley, Murdoch, 1990. *Maori Sayings and Proverbs.* Paraparaumu: Viking Sevenses.

10.4 Useful Websites

<http://www.korero.maori.nz/forlearners>

The Kōrero Māori website has been developed by Te Taura Whiri i te reo Māori – the Māori Language Commission – in order to raise awareness about the Māori language by increasing opportunities for people to learn and use it. The Kōrero Māori website contains interactive conversations, language resources, and advice to help you increase your knowledge of reo Māori.

<http://www.learningmedia.co.nz/ngata>

Search the Ngata dictionary on-line, Māori-English or English-Māori via Learning Media's website.

<http://www.reotupu.co.nz/>

This website features computer & web-based te reo Māori resources and services from Wordstream - Whakairo Kupu, of Aotearoa - New Zealand.

<http://tewhanake.otago.ac.nz/kakano/>

This website features a set of online interactive modules to complement the *Te Whanake* texts and support an immersion/game-style approach to language learning.

10.5 Te Pūtahi Reo/Language Learning Centre Von Zedlitz Building

Māori resources are preserved and catalogued as archives at Te Pūtahi Reo (Language Learning Centre). All students can use the self-access facilities to listen to this material. The Centre also holds other Māori resources that are useful for reo and tikanga development.

11 Statement on Legibility

Students are expected to write clearly. Where work is deemed 'illegible', the options are:

- the student will be given a photocopy of the work and asked to transcribe it to an acceptable standard (preferably typed) within a specified time frame, after which penalties will apply
- the student will be given a photocopy of the work and asked to transcribe it to an acceptable standard (preferably typed) and lateness penalties will apply
- if the student does not transcribe it to an acceptable standard, the work will be accepted as 'received' (so any mandatory course requirements are met) but not marked

12 General University Requirements

Student and Staff Conduct

Academic Grievances

Academic Integrity and Plagiarism

Students with Impairments

Student Support

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, and 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 Māori, Manaaki Pihipihinga or Victoria International.

Manaaki Pihipihinga Programme

This programme offers:

- academic mentoring for all Māori Studies students at all levels of undergraduate study. Contact Dee O'Carroll via email dee.ocarroll@vuw.ac.nz or phone 463 9977 to register for mentoring for Commerce and Administration courses
- postgraduate support network links students into all of the postgraduate activities and workshops on campus and networking opportunities. Contact manaaki-pihipihinga-programme@vuw.ac.nz or phone 463 6015
- the Pacific Support Coordinator assists Pacific students with transitional issues, disseminates useful information and provides 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 and some first year Commerce mentoring) or Room 210, Level 2, West Wing Railway Station, Pipitea (Commerce mentoring space). Te Kawa a Māui mentoring is done at Te Herenga Waka Marae.

Student Services

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

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 is located on the ground floor, Student Union Building. Telephone the Education Office on 463-6983 or 463-6984, and email at education@vuwsa.org.nz.

11 Withdrawal Details

Have you changed your mind about the courses you want to do this trimester? If you do not withdraw from a course in time, you will receive a fail grade.

A fail grade stays permanently on your academic record. You can avoid the fail grade by withdrawing properly from courses before it is too late!

To withdraw from a course you must complete a change of course form, available from your Faculty Student Administration Office, and submit it by the following deadlines.

Second Trimester Papers, July – October 2007

No addition of first trimester courses permitted after **Friday, 20 July 2007**.

Withdraw before **Friday, 20 July 2007** and you will get a refund of fees. The course will no longer appear on your academic record.

Withdraw by **Friday, 21 September 2007** and you will avoid getting a fail grade on your student record. The course will be graded WD, which means 'withdrawn'. This will remain permanently on your academic record but it is not a failing grade. Withdrawal (WD) grades do not appear on an official transcript.

Full-Year Papers, February to October 2007

No addition of full-year courses permitted after **Friday, 23 March 2007**.

Withdraw before **Friday, 9 March 2007** and you will get a refund of fees. The course will no longer appear on your academic record.

Withdraw by **Friday, 17 August 2007** and you will avoid getting a fail grade on your student record. The course will be graded WD, which means 'withdrawn'. This will remain permanently on your academic record but it is not a failing grade. Withdrawal (WD) grades do not appear on an official transcript.