



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 3
2007/2008

IMPORTANT

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

MAOR102
Te Arumanga – Elementary Māori Language
Course Outline Trimester 3 2007/2008

Tēnā koutou e ngā tauria 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 2007/2008.

1 KO NGĀ KAIWHAKAAKO
Course Personnel

- | | | |
|-----|--|---|
| 1.1 | Ko te Pūkenga
Course Coordinator/Lecturer | Kelly Keane-Tuala
Room 205, 48 Kelburn Parade
Telephone 463 5470
Email: kelly.keane-tuala@vuw.ac.nz |
| | Office Hour | Tuesday 12:00 noon to 1:00pm |
| 1.2 | Tutors | Hamish Duncan

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 225 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
- 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 Dictionary Required

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

3.3 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 Tuesday, Wednesday and Friday from 10:00am to 11:50am in the Hunter Building, Lecture Theatre 220.

Tuesday, Wednesday and Friday 10:00am to 11:50am HU 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 one hour and fifty minutes are held weekly over five weeks. Tutorials begin in week one. Students must attend a minimum of four tutorials to complete the course (refer 6).

Please Note

There will be a make up tutorial for the tutorials held in **week 5**, which falls on Waitangi Day, Wednesday, 6 February. Specific times and locations will be advised.

4.3 Noho Marae Marae Stay

- 30 January 2008. More details will be provided closer to the time.
- All students are required to attend. You need to make arrangements now to take time off other activities to be available. Those who do not attend will be given a 400 word essay to write from a choice of topics.

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 3/3 16 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%	
Descriptive Task	10%	Tuesday 15 January (Week 2)
Vocabulary Test	10%	Tutorial 2 (Week 2)
Waiata	5%	Tutorial 3 (Week 3)
Kōrero Ohorere	10%	Tutorial 4 (Week 4)
Prepared Presentation (Whakaari)	20%	Friday 8 February (Week 5)
Participation	5%	Weekly Tutorials and Lectures

5.3.1 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 three (week 3)**.

5.3.2 Kōrero Ohorere 10%

The first oral presentation is an unprepared speech and will be presented in **tutorial 4 (week 4)**. 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.

5.3.3 Whakaari 20%

The second oral presentation will be in the form of a whakaari (play) and will be presented in **lecture 14 (week 5)**. This is a group assessment, therefore each student will be assigned to a group in lecture 2 where further details will be provided. 10% of this mark will be allocated to overall group work and the other 10% will be for individual contribution.

5.3.4 Vocabulary Test 10%

The vocabulary test will be held in **tutorial 2 (week 2)** and will cover vocabulary from weeks 1 and 2. You will be given a list of 45 words to learn each week, and will be tested on vocabulary lists 1-5 in the exam, so must maintain a disciplined weekly routine of learning the vocabulary lists.

5.3.5 Descriptive Task 10%

This task assesses your understanding and mastery of the basic structures covered in this course. This is a short-term take-home assignment. You will be given a visual resource in **lecture 2 (week 1)** where the parameters of this task will be explained in detail. You are required to create a piece of writing in te reo Māori, approximately 300 words in length, based on this resource. The completed assignment is due no later than 12:00 noon on Tuesday, 15 January (**week 2**).

5.3.6 Participation and Class Interaction 5%

This is a summative grade determined by the lecturer, assessing your competency of te reo in classroom interaction and your active participation in lectures and tutorials.

5.4 Final Written Examination 40%

The final written examination is a two hour closed book examination held at Victoria University. The exam will be held on **Friday, 15 February**. The specific 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 11 out of 14 lectures
- attend 4 out of 5 tutorial sessions
- attain a minimum of 2.5% for participation and class interaction
- attend the entire noho marae or write a 400 word essay
- 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	8 January	L1 Introduction	Select tutorial preference time in lecture
	9 January	L2	Short-term take-home resource handed out in class and parameters of the assignment explained Whakaari groups assigned and assessment explained T1
	11 January	L3	<i>Make preparations now for Noho Marae</i>
2	15 January	L4	Descriptive Task Due 12:00 noon 10%
	16 January	L5	T2 – Vocabulary Test 10%
	18 January	L6	
3	22 January	L7	
	23 January	L8	T3 – Waiata Assessment 5%
	25 January	L9	<i>Make preparations now for Noho Marae</i>
4	29 January	L10	
30 January 2008 – 31 January 2008 NOHO MARAE Bring blankets, course-book, pens and paper			
	30 January	L11	T4 – Kōrero Ohorere 10%
	1 February	L12 Whakakapi	
5	5 February	L13 Exam preparation	
	6 February	NO LECTURE	WAITANGI DAY T5 Make-up tutorial and time TBC
	8 February	L14 Exam preparation	Whakaari 20%

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 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 and 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.

10.4 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 Policies and Statutes

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 on the VUW website at:

<http://www.victoria.ac.nz/home/study/calendar.aspx>

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 queries 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/home/about/policy/students.aspx

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

www.victoria.ac.nz/home/about/policy/staff.aspx

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; the VUWSA Education Coordinator is 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/home/about/policy/students.aspx

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. All cases will be recorded on a central database and severe penalties may be imposed. 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/study/plagiarism.aspx

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. Assistance for specific groups is also available from the Kaiwawao Māori, 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.victoria.ac.nz/st_services/

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

Manaaki Pihipihinga Programme

This programme offers:

- academic mentoring for all Māori Studies students at all levels of undergraduate study. Contact Heather Fuimaono via email heather.fuimaono@vuw.ac.nz or phone 463 5233 extension 8977 to register
- 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.

13 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.

Summer Trimester Papers, November 2007 to February 2008

No addition of Summer Trimester courses permitted after **Monday, 19 November**.

Withdraw before **Monday, 26 November 2007** and you will get a refund of fees. The course will no longer appear on your academic record.

Withdraw by **Wednesday, 12 December 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.