

SCHOOL OF LANGUAGES AND CULTURES

**GERMAN PROGRAMME
GERM 316 GERMAN LANGUAGE 3B**

TRIMESTER 2 2009
13 July to 15 November 2009

Trimester dates

Teaching dates: 13 July to 16 October
Study week: 19 to 23 October

Names and contact details

Course Coordinator:	Dr Richard Millington Email: richard.millington@vuw.ac.nz	Office: vZ 613 Phone: 463-5976
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All staff are happy to discuss students' concerns with them at any time, or to provide additional information about the course. Such information is regularly given in class announcements. German staff have no specially designated office hours, but students may make an appointment with the German Administrator, if the staff member they wish to see is unavailable for consultation at any time.

Class times and locations

Lectures: Mon, Tues, Wed 11.00 – 11.50 am EA (Easterfield) 004
Tutorials: To be advised in class. There will be NO tutorials in the first week.

Course delivery

Lectures and tutorials will be structured as interactive language classes, in which students are expected to take an active part working individually, in pairs and in groups. Especially in the tutorials, they will also be expected to participate in class discussion.

Communication of additional information

Further course information can be found on the German Programme notice board, VZ Level 6 opposite the German library, and on Blackboard.

Course content

The course aims to provide students with the resources and guidance needed to improve their communicative competence in German, to enhance their knowledge of German grammar and vocabulary, and to increase their familiarity with various aspects of life in German-speaking countries. Classroom activities will be based on linguistic analysis and elaboration of a range of authentic material, taken mainly from the textbook, and will allow students to practise reading, writing, speaking and listening to German, as well as combining these skills for effective communication in realistic contexts. The material for this course will be taken primarily from chapters 3 and 8. Importance will also be placed on developing independent learning habits that will allow students to continue to improve their German beyond the scope of this course.

Learning objectives

GERM 316 presupposes a pass in GERM 218, and assumes that the student is already familiar with the fundamentals of German grammar and has a good basic vocabulary. The course is designed not as a systematic and consecutive study of grammatical rules, but rather as a means of consolidating and extending what has already been learnt. Students who pass the course should be able to:

1. understand extended speech and follow complex lines of spoken argument on a familiar topic,
2. understand standard German texts on a familiar topic,
3. speak with a degree of fluency and spontaneity that makes interaction with native speakers possible, and
4. present clear, detailed descriptions on a wide range of subjects in both spoken and written form.

Students who have already taken GERM 320, GERM 321 and/or GERM 315 can still enrol in GERM 316, as different material will be studied.

Expected workload

In addition to the four class hours, twelve additional hours per week. Students are expected to use this time for revision, extra practice (e.g. using the *Arbeitsbuch*), skill development (e.g. in the LLC, with a language buddy or a book!), preparing and completing the assignments, and preparing for the written tests and the oral exam. Although the study time required to perform successfully in this course will vary according to the student's prior knowledge of German, please note that all language students benefit from maximum contact with the target language.

Course materials

Set Texts

Em neu 2008 Hauptkurs, Kursbuch & Arbeitsbuch, Perlmann-Balme & Schwalb (Hueber)

For the first two weeks of trimester all undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer, while postgraduate textbooks and student notes will be available from the top floor of VicBooks in the Student Union Building, Kelburn Campus. After week two all undergraduate textbooks will be sold from VicBooks and student notes from the Student Notes Distribution Centre on the ground floor of the Student Union Building.

Customers can order textbooks and student notes online at www.vicbooks.co.nz or can email an order or enquiry to enquiries@vicbooks.co.nz. Books can be couriered to customers or they can be picked up from the shop. Customers will be contacted when they are available. Opening hours are 8.00 am – 6.00 pm, Monday – Friday during term time (closing at 5.00 pm in the holidays). Phone: 463 5515.

Assessment requirements

GERM 316 is internally assessed. Assessment is by:

1. Two in-term language tests, to be held on:
Wednesday, 12 August, and Wednesday, 7 October 50%
2. Four assignments (two individual assignments, two group assignments), due on:
31 July, 21 August, 18 September, 16 October..... 30%
3. End-of-Trimester oral test..... 20%

1. Written Tests

The two tests are designed to assess the student’s familiarity with the material studied and their ability to understand and manipulate the relevant language effectively and accurately. Each test may include reading and listening comprehension, grammar and vocabulary exercises.

Each test will presuppose acquaintance with the material studied prior to that test in the Lectures and Tutorials.

2. Compulsory Assignments

The assignments are designed to give students the opportunity to practise and develop all four skills (reading, writing, listening and speaking), to reinforce, extend and apply their knowledge of grammar and vocabulary, and to personalise and extend their interaction with the German speaking world beyond the classroom environment.

Dictionaries, grammars and other relevant reference materials may be used in completing assignments, but since these count towards the final grade (30%), students must otherwise complete them unaided. Any sign that this is not so will be investigated. Please take careful note of the University’s statement on “Academic Integrity and Plagiarism”.

Students are invited to submit draft copies of written assignments. Drafts will be accepted up to one week before the due date of each assignment. These will not be marked or graded, but will be returned to students with feedback on how they may improve their work before final submission.

All final copies of written assignments must be submitted before 5pm on the due date in two forms: firstly, an electronic copy is to be uploaded to the relevant assignment drop box on the GERM 315 Blackboard website; and secondly, a print-out is to be handed in to the German assignment box located to the left of the SLC Reception area on Level 6 of von Zedlitz. The print-out must include a cover sheet available from SLC Reception or Blackboard. Assignments will not be considered complete until submitted in both forms. Assignments submitted after the due date will incur a 5% penalty for each day of lateness.

3. Oral Test

This is 15 minutes in length, and students will be asked to present one text selected at random of those covered during the course and to give their own views on its subject matter. They will then be asked questions in German. The test is designed to test the student's familiarity with the course material, as well as fluency, grammatical correctness and use of vocabulary in oral German.

Penalties

Attendance at the two tests is essential. Failure to attend a test will automatically result in failing the course. If a student is prevented from attending through exceptional circumstances such as accident, illness or bereavement, an explanation must be made, if possible in writing, prior to the test. In this case an alternative test date may be arranged. (NB: In case of illness, a medical certificate is required.)

To pass the course students must also complete all four assignments. In special circumstances such as illness or bereavement, an extension may be granted, but only after consultation with the teacher concerned.

Mandatory course requirements

The minimum course requirements which must be satisfied in order to pass the course are: regular attendance at classes (a minimum of 80% of each of the four classes) and completion of the written tests, assignments and oral test. Unless notified to the contrary, students may assume they have met the mandatory course requirements.

General Advice

We are interested in students' opinions. Please let us know any suggestions for improving the course. Students will find all the staff approachable and should feel able to discuss with them any problems they may have.

We want to do our best to make your study of German both profitable and enjoyable. However we can only to a limited extent *teach* you German; more important is your ability and willingness to *learn*. Do take advantage of whatever opportunities occur outside class hours to practise your German: eg *Kaffeestunde*, the student play production, conversation with Germans, reading, German films, talks at the Goethe Society or the Goethe Institute, and so on. Students are also strongly encouraged to use the self-access materials provided by the Language Learning Centre, including several computer programmes which deal with all aspects of German grammar.

Remember too that the teachers are here to *help* you. Do not feel shy about asking questions in class if you have not understood something. Similarly, if you have difficulties in any area, or feel dissatisfied with your performance, please do not hesitate to discuss this with one of the teachers.

Student Representatives and Student Evaluations

In the second week of lectures, staff will facilitate the election of a class representative. Student reps are a valuable means of communication between teaching staff and students. At the end of the course students may be asked to fill out questionnaires prepared by the University's Teaching and Development Centre in order to evaluate individual lecturers' performance and/or the course as a whole.

Academic Integrity and Plagiarism

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

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

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

Use of Turnitin

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com>. Turnitin is an online plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted material on behalf of the University for detection of future plagiarism, but access to the full text of submissions is not made available to any other party.

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* or go to the Academic Policy and Student Policy sections on:

<http://www.victoria.ac.nz/home/about/policy>

The AVC(Academic) website also provides information for students in a number of areas including Academic Grievances, Student and Staff conduct, Meeting the needs of students with impairments, and student support/VUWSA student advocates. This website can be accessed at:

<http://www.victoria.ac.nz/home/about/avcacademic/Publications.aspx>

Course programme

Week 1	13 – 17 July First meeting, Monday, 13 July, 11am NO tutorials in first week
Week 2	20 – 24 July Deadline for drafts for assignment 1 (Friday, 24 July)
Week 3	27 – 31 July ASSIGNMENT 1 DUE (Friday, 31 July, 5pm)
Week 4	3 – 7 August
Week 5	10 – 14 August TEST 1 (Wednesday, 12 August) Deadline for drafts for assignment 2 (Friday, 14 August)
Week 6	17 – 21 August ASSIGNMENT 2 DUE (Friday, 21 August, 5pm)
MID TRIMESTER BREAK (24 August – 4 September)	
Week 7	7 – 11 September
Week 8	14 – 18 September ASSIGNMENT 3 DUE (Friday, 18 September)
Week 9	21 – 25 September
Week 10	28 September – 2 October
Week 11	5 – 9 October TEST 2 (Wednesday, 7 October)
Week 12	12 – 16 October ORAL TESTS (dates and times to be announced) ASSIGNMENT 4 DUE (Friday, 16 October, 5pm)