

# COURSE SYLLABUS



**COURSE TITLE:** FREN-105: Parlez-vous francais? 1

**CLASS SECTION:** 001

**TERM:** Winter 2022

**COURSE CREDITS:** 3

**DELIVERY METHOD(S):** In-person

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

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For COVID-19 information please visit <https://camosun.ca/about/covid-19-updates>

*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

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**NAME:** Isabelle Gingras

**EMAIL:** [GingrasI@camosun.bc.ca](mailto:GingrasI@camosun.bc.ca)

**OFFICE:** Young-323

**HOURS:** Tuesday 10:00 am - 12: 00 pm from online sessions, or by online appointment

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

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This is an introductory course for students with little or no knowledge of French who would like to gain foundational skills in grammar and vocabulary. Students will develop basic proficiency in oral expression, listening comprehension, reading and writing. This course is highly experiential; students interact directly with the French language using a variety of authentic materials and media. Students will begin to contextualize the French language through exposure to diverse aspects of francophone cultures.

### PREREQUISITE(S):

Not Applicable

### CO-REQUISITE(S):

Not Applicable

### EXCLUSION(S):

Not Applicable

**Note:** The FREN-105 course corresponds to level A1 according to the Common European Framework of Reference for Languages (CEFR). Students who have a higher level because French is their first language or because they have completed high school in a French immersion program may not be enrolled. Students who want to take instead FREN-106 Parlez-vous français ? 2 should contact the French teacher if they don't have the FREN-105 prerequisite.

CEFR, Global Scale <https://www.coe.int/en/web/common-european-framework-reference-languages/table-1-cefr-3.3-common-reference-levels-global-scale>

## COURSE LEARNING OUTCOMES / OBJECTIVES

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Upon completion of this course a student will be able to:

1. Demonstrate speaking and listening comprehension by engaging in basic conversations about daily life.
2. Read simple paragraphs and answer written comprehension questions related to the content.
3. Express thoughts and ideas in the present tense, orally and in writing, using foundational grammatical structures and vocabulary.
4. Recognize and discuss the cultural context for the French language.

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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### Required materials in class

1. Textbook: The free online textbook consists of four chapters and is available on D2L (FREN 105-001). Students could print the entire course pack or download it; alternatively, students may print/download each chapter as required throughout the semester. **However, the textbook was created to be read in paper format, therefore it is strongly suggested to print the textbook to complete the exercises.**

**Note:** Use of phones is not permitted in class for any reason, including for consulting documents and completing exercises on D2L. You can use a laptop or tablet to view documents and resources on D2L or on the Internet. In addition, class time cannot be used for completing work for other courses.

2. Bilingual dictionary, like LE ROBERT & COLLINS / MAXI ANGLAIS: ANGLAIS-FRANCAIS, FRANCAIS-ANGLAIS. The dictionary will be used for evaluation in class. Students will use the paper version bilingual dictionary to write short texts during the two tests. You can borrow a bilingual dictionary from the library or purchase one at the college bookstore, both at Lansdowne campus.

**Note:** Only the paper version of the bilingual dictionary is allowed during the tests.

3. Computer or tablet with microphone and camera. Office 365 will be useful. For a free Office 365 subscription, go to: <http://camosun.ca/services/its/other-services.html>

## Recommended materials

### Paper Version

1. Grammar of verb conjugation. Bescherelle, L.-N (2012). *L'art de conjuguer: dictionnaire de 12 000 verbes*. Hurtubise. (9 copies, and one on hold, available at Camosun Library, Lansdowne campus)
2. Morton, Jacqueline. (2002). *English Grammar for Students of French. The Study Guide for those Learning French*. The Olivia and Hill Press. (2 copies available, and one on hold, at Camosun Library, Lansdowne campus)

### Online Version

#### Bilingual and unilingual dictionaries:

1. Larousse: online dictionary: <https://www.larousse.fr/> (audio included)
2. WordReference: <https://www.wordreference.com/> (audio included)
3. More online resources available on D2L FREN 105-002 and French Library Guide of Camosun: <https://camosun.libguides.com/french-language-learning/books-articles-media>

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

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The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

### Course Schedule

Mondays: 11:00 am – 12:50 pm, Fisher 212

Wednesdays: 11:00 am – 12:50 pm, Ewing 344

### Weekly schedule

A detailed weekly plan will be provided every week on the content of each class on D2L FREN 105-001.

There is also a detailed calendar (day by day) on the D2L home page of FREN 105-001.

### Course Content (specific outcomes)

#### Communication

- Spelling names and nouns
- Introducing yourself
- Getting acquainted with someone
- Introducing families
- Expressing preferences
- Asking and answering questions about
  - Families
  - friends
  - time

- weather
- Describing details of your life, and someone else's life.
- Making grocery lists
- Asking for information at the grocery store, public market, and restaurant

### Vocabulary

- Alphabet
- Syllabification
- Diacritic marks
- Classroom vocabulary
- Expressions to interact with people
- Expressions with verbs *avoir* and *être*
- Numbers: 1 to 100
- Family
- Description of someone's life: activities, preferences, marital status, etc.
- Physical characteristics
- Personality
- Basic time expressions
- Days, months, and dates
- Weather
- Activities and preferences
- Food
- Expressions of quantity

### Grammar

- Pronouns
- Pronoun *tu* versus *pronoun vous*, polite form
- Present time
  - Verbs *avoir*, *être*, *s'appeler*
  - Verbs in "er", and "ir"
  - Irregular verbs
  - Reflexive verbs (verbes pronominaux)
- Gender
  - Countries and territories
  - Nationalities
- Definite, indefinite, etc., articles (in French : déterminants définis, indéfinis, partitifs, etc.)
- Possessive adjectives (in French : déterminants possessifs)

### Syntax

- Affirmative and negative sentences with *ne...pas*, *ne pas de...*
- Interrogative sentences
- Phrasal verbs : *aller*, *venir*, *habiter*, *être* and prepositions

The calendar is subject to change. A detailed calendar (day by day) is on the D2L home page of FREN 105-001.

WEEK or DATE RANGE	ACTIVITY or TOPIC	Evaluations
Semaine 1: January 10	Chapitre 1: Salut! Bonjour! Faire connaissance! Plan de cours (course outline) et/and D2L	
12	Chapitre 1: Salut! Bonjour! Faire connaissance!	
Semaine 2: 17	Chapitre 1: Salut! Bonjour! Faire connaissance!	
19	Chapitre 1: Salut! Bonjour! Faire connaissance! <a href="#">Course Outline Quiz : explication / explanation</a>	
Semaine 3: 24	Chapitre 1: Salut! Bonjour! Faire connaissance!	
26	Chapitre 1: Salut! Bonjour! Faire connaissance!	<a href="#">Course Outline Quiz 5% (IC)</a>
Semaine 4: 31	Chapitre 1: Salut! Bonjour! Faire connaissance! <a href="#">Listening, Reading-Writing self-assessments 1: explication / explanation</a> <a href="#">Oral Project 1 : explication / explanation</a>	
February 1 <sup>st</sup>	Chapitre 1: Salut! Bonjour! Faire connaissance!	
Semaine 5: 7	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis. <a href="#">Listening, Reading-Writing self-assessments 1: rappel / reminder</a>	
9	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.	
Semaine 6: 14	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.	<a href="#">Listening, and Reading-Writing Self-Assessments 1 Submission, 10% (OS)</a>
16	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis. <a href="#">Listening, and Reading-Writing Self-Assessment 1 Submission, 10% with correction (OS): rappel / reminder</a> <a href="#">Oral Project 2 Submission, 15% (OS): rappel / reminder</a>	
Semaine 7: 21	<b>Family Day : College Closed</b>	
23	<b>Reading Break : February 22 to 25</b>	
Semaine 8: 28	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.	

WEEK or DATE RANGE	ACTIVITY or TOPIC	Evaluations
March 2	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.	Listening, and Reading-Writing Self-Assessment 1 Submission, 10% with correction (OS) Oral Project 2 Submission, 15% (OS)
Semaine 9: 7	Chapitre 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.	
9		Test 1: listening, reading, and writing with vocabulary, grammar, and syntax, 15% (IC)
Semaine 10: 14	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne. Listening, Reading-Writing self-assessments 2: explication / explanation Oral Project 2 : explication / explanation	
16	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne.	
Semaine 11: 21	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne.	
23	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne.	
Semaine 12: 28	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne. Listening, and Reading-Writing Self-Assessments 2, 15% (OS): rappel / reminder	
30	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne.	
Semaine 13: April 4	Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne.	Listening, and Reading-Writing Self-Assessments 2, 15% (OS)
6	Listening, and Reading-Writing Self-Assessment 2 Submission, 15% with correction (OS): rappel / reminder Oral Project 2 Submission, 20% (OS): rappel / reminder  Chapitre 3 : Que fais-tu? Parler de sa vie quotidienne. Chapitre 4 : Tu as faim? Faire une liste d'épicerie et demander des informations à l'épicerie, au marché et au restaurant	
Semaine 14: 11	Chapitre 4 : Tu as faim? Faire une liste d'épicerie et demander des informations à l'épicerie, au marché et au restaurant	

WEEK or DATE RANGE	ACTIVITY or TOPIC	Evaluations
13	<p>Chapitre 4 : Tu as faim? Faire une liste d'épicerie et demander des informations à l'épicerie, au marché et au restaurant</p> <p>Chapters 1, 2, 3, 4: Review</p> <p>TBA: The Test 2 (20%) is during the exam period, April 19 to 27.</p>	<p>Listening, and Reading-Writing Self-Assessment 2 Submission, 15% with correction (OS)</p> <p>Oral Project 2 Submission, 20% (OS)</p>

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

#### Due dates for evaluations:

#### See also the due dates on D2L:

- Course home: FREN-105-001-Detailed Calendar-Winter2022 and Course Outline FREN-105-001-Syllabus-Winter2022 (PDF files)
- My Tools: Assignments, Calendar, Checklist
- My Tools-Content: Module and sub-modules "Les évaluations"; module "Planification hebdomadaire/ Weekly Plan".

#### Legend:

Online Submission (OS)

In class (IC)

#### Janvier / January

##### Semaine / Week 3

26. Course Outline Quiz and letter on Academic Integrity 5% (IC)

#### Février / February

##### Semaine / Week 6

14. Listening, Reading-Writing Self-Assessments 1 10% (OS)

#### Mars / March

##### Semaine / Week 8

2. Listening, Reading-Writing Self-Assessments 1 with correction 10%, (OS).

2. Oral 1: monologue (mp3 file) and reading short text 15% (OS).

#### Mars / March

##### Semaine / Week 9

9. Test 1: listening, reading, and writing with vocabulary, grammar, and syntax 15% (IC).

#### Avril / April

##### Semaine / Week 13

4: Listening, Reading-Writing Self-Assessments 2 15% (OS).

##### Semaine / Week 14

13. Listening, Reading-Writing Self-Assessments 2 with correction 15% (OS).

13. Oral 2: monologue(s) (mp3 file) and reading short text 20% (OS).

**TBA: The Test 2, 20%, is during the exam period, April 19 to 27. (IC)**

## Important Dates

For more details, please go to: <https://camosun.ca/dates#9078>

### Janvier / January

- 4. College reopens
- 10. Courses begin
- 19. Add course deadline and drop deadline, fees removed.
- 21. Fees due

### Février / February

- 21. Family Day. College closed
- 22-25: Reading Break
- 25: College Conversation Day. College closed

### Mars / March

- 13. Last day to withdraw / Audit without academic penalty.

### Avril / April

- 14. Last day of instruction for most Winter'22 courses
- 15. Good Friday. College closed
- 18. Easter Monday. College closed
- 19-27: Exam period

## EVALUATION OF LEARNING

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### Listening, Reading-Writing Self-Assessments, Oral Projects, Tests and Quiz

Learning a language is based on practice, which means on repetition of the subjects learned and learning new subjects and so on. The French course FREN 105-001 aims above all to give students the chance to practice and improve their skills. It is strongly suggested to practice the four competencies using the textbook for 3 to 4 hours per week, which makes a big difference in learning a language. The course therefore focuses on self-learning and self-assessment, but also on feedback from the teacher. For this reason, the four competencies will be assessed through two cumulative self-assessments, two oral projects, two tests. The second self-assessment, project and test contain some of the topics from the first self-assessment, project, and test because the final objective is to be able to understand and communicate in French on subjects of everyday life. Self-learning, self-evaluation and feedback from the teacher are essential to achieve the course objectives but more importantly to be able to communicate in French in real-life situations.

For each competency, there are two self-assessments and two oral projects. Self-assessments and oral projects help to practice the content of both tests through self-teaching and self-evaluation. You will also have a quiz based on the content of the course outline and a letter to complete based on *E-1.13 Academic Integrity* document that students need to read prior to the quiz.

**Listening, Reading-Writing** Projects with vocabulary, grammar, and syntax (10%+15%),

**Oral Projects** (15%+20%).

**Tests** (15+20%)

**Course Outline quiz** with letter to complete based on *E-1.13 Academic Integrity document* (5%)

The projects submissions have been already scheduled (see the calendar above or on the detailed calendar on the home page of D2L) and they will be announced and reminded on the D2L weekly plans. The due dates are also on D2L. See above on page 7.



DESCRIPTION		WEIGHTING
<b>Listening, Reading-Writing</b> Self-Assessments with vocabulary, grammar, and syntax <b>Note:</b> there are two submissions. The first with no correction, and the second with correction based on the answer keys.	1: 10 % 2: 15 %	25 %
<b>Oral</b> Projects	1: 15 % 2: 20 %	35 %
<b>Tests:</b> listening, reading, and writing with vocabulary, grammar, and syntax	1: 15 % 2: 20 %	35 %
<b>Quiz:</b> Course Outline and letter based on <i>E-1.13 Academic Integrity</i> document	1.5 %	5 %
<b>TOTAL</b>		100 %
		<b>WEIGHTING</b>

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.  
<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

#### Listening, Reading-Writing Self-Assessments with vocabulary, grammar, and syntax exercises (25%)

- Self-Assessments 1, 10%:
  - chapter 1: Salut! Bonjour! Faire connaissance!
  - chapter 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.
- Self-Assessments 2, 10%:
  - chapter 1: Salut! Bonjour! Faire connaissance!
  - chapter 2: Qui es-tu? Parler de soi, de sa famille et de ses amis.
  - chapter 3 : Que fais-tu? Parler de sa vie quotidienne.

These self-assessments **must be completed, out of class**, by the due dates no later than 11:30 pm. Projects must be entirely completed and submitted online in D2L *Assignments* in **one single Word file**. The Self-Assessments will be found in D2L-*Self-Assessments* module in one Word document. Therefore, you will only need to upload one Word document to D2L-Assignments.

#### Late submissions

**Incomplete self-assessments but submitted will be penalized. Late submissions, starting at 11:31 pm on the due date, will lose 5% per day unless accompanied by a legitimate reason (see page 12).** Self-Assessments submitted after the posting of the answer keys will not be accepted, and then no marked, but at your request, the teacher can give you feedback. **For each self-assessment, there are two submissions.** The first submission is without correction and is due on Monday by 11:30 pm. The following Wednesday before class, the answer keys will be posted online on D2L. Students will have until the following Wednesday until 11:30 pm to submit the second version with correction. If the first version is not submitted, the mark is 0. If the second version is not submitted, there is a penalty of 50% or more depending on what was completed or not in the first version.

Please note, again, that these self-assessments are based on self-learning and self-evaluation (e.g. correction, personal feedback): students will have access to the answer keys for the projects two days after the first

submission. Teacher will give marks on the quality of the self-evaluation/correction. For instance, did the students forget some of their mistakes even when checking with the answer keys? Did they make mistakes in the correction even with the answer key? How is the personal feedback? etc.

Here are the steps to follow to submit your Listening and Reading projects.

1. Submit your completed self-assessment in *D2L-Assignments*.
2. Two days after, correct your self-assessments using the answer keys found in *D2L-Self-Assessments* modules. For the correction method, read the instructions in *D2L-Self-Assessments*.
3. Finally, resubmit your self-assessments, this time corrected. You will have one week to complete the correction.

### Oral Projects (15%+20%)

- Oral Project 1:
  - chapters 1 and 2: introducing yourself or someone, talk about your/ his/her/they family and friends: recordings:
    1. listen audio files and create a recorded monologue in a mp3 file.
    2. read a text and record it on a mp3 file. This exercise is aimed at practicing and applying phonetic rules.
- Oral Project 2:
  - chapters 1, 2 and 3: talk about family and describing your life or someone's life:
    1. listen audio files and create a recorded monologue(s) in a mp3 file.
    2. read texts and record them on a mp3 file. This exercise is aimed at practicing and applying phonetic rules.

**For the first** recording of each oral project, you will have to listen to questions. You will then have to answer the questions by creating monologues. In your monologues, you have to respect the order of the questions and the topics contained.

For example:

1. Comment t'appelles-tu? / What is your name?
2. D'où viens-tu? / Where do you come from?

Your monologue is:

Je m'appelle Isabelle. Je viens du Canada. / My name is Isabelle . I come from Canada.

For the first part, students will be divided into three groups. Each group will have to listen to the questions, on D2L, that are assigned to their group. If you get the wrong group and therefore the wrong questions, you will have to start over. Note that the questions and topics in each group are at the same level, i.e., beginner, and respect the topics in the associated chapters, including grammar, vocabulary, and syntax. For the second part, the reading one, all students will have the same texts.

**The Oral projects must be completed, out of class, by the due date no later than 11:30 pm. Late submissions, starting at 11:31 pm on the due date, will lose 5% per day unless accompanied by a legitimate reason (see below on page 11).** The Orals more than five days late (including weekends) will no longer be accepted, and then no marked, but at your request, the teacher can give you feedback.

The objective of these orals is to encourage student learning while expressing creativity through conversation and also by applying basic rules in French phonetics (pronunciation, links, intonation, rhythm) by reading aloud text(s). Students are also welcomed to meet the teacher during office hours on Blackboard Collaborate (BBCU) in order to practice their oral expression (pronunciation, rhythm, and intonation).

To submit recordings in *Assignments*, students may refer to the following tutorials: [Uploading Media \(Video or Audio Files\) to My Media \(Kaltura\)](#) and [Adding a Kaltura Video to an Assignment](#). These tutorials are at: <https://elearningtutorialscamosun.opened.ca/kaltura-tutorials/kaltura-for-students/>

**Note:** Due to the covid-19 pandemic, evaluations cannot be done in class, otherwise students would have to wait in line in the hallway where several students are coming and going. Evaluations cannot be done online during French class time either; logistics can be complicated if students have a class before or after French class.

### Tests ( 15%+20%)

- Test 1: chapters 1 and 2: listening, reading, and writing with vocabulary, grammar, and syntax
- Test 2: chapters 1, 2 and 3: listening, reading, and writing with vocabulary, grammar, and syntax

Tests 1 and 2 correspond to the content and exercises of self-assessments 1 and 2 and oral projects 1 and 2. Tests are completed in class, before and during the exam period.

Please bring a bilingual dictionary, French and any other language. **You will not be allowed to share your dictionary in class with another student.** The teacher reserves the right to check the students' dictionary before and during the tests. Please check with your professor to make sure your dictionary meets the requirements. You can borrow a bilingual dictionary from the library or purchase one at the college bookstore, both at Lansdowne campus.

If students are absent during the Test 1 in class, they will be required to retake the test within a week. If students are unable to complete Test 1 within one week, i.e., Wednesday, March 16 by 10:45 a.m., the percent for Test 1 will be transferred to Test 2, which will then count for 35%. If students are absent during the Test 2 during the exam period, they “may be required to provide verification of the emergency circumstance” (<https://camosun.ca/registration-records/policies-and-procedures-students/academic-policies-and-procedures-students> ).

### Quiz: Course Outline and letter based on E-1.13 Academic Integrity document (5%)

Students will complete a quiz that evaluates knowledge of general syllabus information, including required (and not allowed) materials in class, assessments, late submissions, missing a test, and academic integrity.

**Note: Missing an evaluation, late assignments, cheating and plagiarism**

Emergency circumstances **are the only legitimate reasons** to miss a due date or a test in class. Students who are absent the day of a test are expected to contact the teacher prior to the tests.

Remember: It is your responsibility to find out from colleagues what class work, announcements, or assignments you have missed while absent, as well as to check the D2L for this course periodically. Students can meet at anytime on the “French Meet-Up” on-going session located on the home page of FREN-105-001.

**IMPORTANT: Academic Integrity: Cheating and Plagiarism**

Camosun College Policy E-1.13: “Academic integrity is the commitment to and demonstration of honest and ethical behaviour in an academic setting. It is the performance of all academic work without cheating, plagiarizing, lying, stealing, inappropriately collaborating, falsifying information, or receiving unauthorized assistance from any other person or using any source of information not appropriately authorized or attributed.”

It is the students' responsibility to read *E-1.13 Academic Integrity* document. Students may also consult the library pages "Academic Integrity for Students" and "CREDO InfoLit modules", section “Academic Integrity and Plagiarism” and view the videos and complete the short quiz.

In class, the teacher will distribute a letter for students to complete in which they certify that they have read the *E-1.13 Academic Integrity* document.

What happens if a student does not follow the Academic Integrity policies? The professor will contact the student and request a meeting. If so, a letter will then be sent to the student, to the chair of the Humanities Department and the dean of School of Arts and Science (SAS) in which the academic misconduct will be explained.

*This allegation will be documented for record keeping purposes. This documentation will not be noted on your academic record. However, please note that repeat violations of the Academic Integrity policy may result in more severe outcomes and/or may preclude you from being in good standing at the College.*  
E-1.13 Academic Integrity, Moving Forward, page 2.

Students can also consult the document *Process for Documenting and Addressing Academic Misconduct* and the webpage “Academic regulations & Standards”, paragraph “Academic Integrity” (see below the links),

Links:

- *E-1.13 Academic Integrity:*  
<https://camosun.ca/sites/default/files/2021-09/E-1.13%20Academic%20Integrity%20Policy.pdf>
- *Process for Documenting and Addressing Academic Misconduct*  
<https://camosun.ca/sites/default/files/2021-05/e-1.13.1.pdf>
- Academic Integrity for Students:  
<https://camosun.libguides.com/academicintegrity>
- CREDO InfoLit modules:  
<https://camosun.libguides.com/modules/full/citation>
- Plagiarism: understanding and avoiding: How to avoid plagiarism:  
<https://camosun.libguides.com/c.php?g=92402&p=597577>

- Academic regulations & Standards:  
<https://calendar.camosun.ca/content.php?catoid=7&navoid=367#academic-integrity>
- School of Arts and Science. Academic Honesty Guidelines:  
<https://legacy.camosun.ca/learn/school/arts-science/images/Arts%20and%20Science%20Academic%20Honesty%20Guidelines.pdf>

Then, all the evaluations must be completed without any translators or proofreading (speaking) by anyone else. Project that suggests the use of external help will not be accepted and will be marked 0. Using translator programs or having another person do your project constitutes **cheating**.

Students have access to online resources in the D2L module “Ressources / Resources” . They can use it to check the meaning, spelling, and **pronunciation** of words, but using resources to translate sentences or even full text is **cheating**. Asking to someone to help write their texts (e.g., the ones for orals) is also **cheating**. Copying an entire project or representing specific passages as if they are students own words is **plagiarism**.

GRADING SYSTEMS <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf>

The following two grading systems are used at Camosun College:

### 1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

### 2. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.ca/about/policies/index.html> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete</i> : A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.

IP	<i>In progress</i> : A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal</i> : A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

## COURSE GUIDELINES & EXPECTATIONS

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Students will practice the four proficiencies in French: writing, reading, speaking, and listening. Active participation during class time and active learning outside class will enhance the individual learning experience. Because many learning activities will be conducted in small groups or in large group, active participation will also help other members of the class with their French language development. Students will be expected to prepare for and practice these activities.

### Course Structure

Students will have to prepare one week in advance the topics that will be discussed and practiced the following week in class. They will have to read the documents before class, summarize their reading in class, and prepare their questions to ask the teacher and colleagues. In this way, the more students are prepared, the more attention can be given to practice and understanding of the content for each and everyone.

It is strongly advised to practice also outside of class hours the four proficiencies. Reading theory and practice of oral exercises (listening and speaking) and written exercises (reading and writing) are very important in learning a language. It is strongly advised to study an average of 3 to 4 hours per week.

## SCHOOL OR DEPARTMENTAL INFORMATION

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Contact information:

- Janice Shewey, Chair of the Humanities Department  
Email: [sheweyj@camosun.ca](mailto:sheweyj@camosun.ca)  
Phone: [250-370-3360](tel:250-370-3360)  
Office: Young 319
- School of Arts and Science (SAS):  
Email: [artsci@camosun.ca](mailto:artsci@camosun.ca)  
Phone: 250-370-3298  
Office: Fisher 104

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating

courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>
Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

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### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist,

create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started: <http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct



Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-3703841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

**Changes to this syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.