

# **GERM 103: INTRODUCTION TO THE GERMAN LANGUAGE**

School of Asian & European Languages & Cultures

**Trimester 1 - 2008**

## **TEACHING STAFF**

Dr Monica Tempian (Course Coordinator)	Room vZ 614	463-5548
Ms Dorit Hahn	KP 22, Room 207	463-7441
Ms Anke Szczepanski	KP 22, Room 209	463-7497

All teachers are happy to discuss students' problems with them at any time, or to provide additional information about the course. Such information is regularly given in class announcements or posted on the notice board of the German Programme (Floor 6 of the von Zedlitz building) or on Blackboard.

German tutors have no specially designated office hours, but students may make an appointment with the German Administrator at any time, if the tutor they wish to see is unavailable for consultation. The course coordinator has designated two office hours for GERM 103 on Tue 1-2 pm and Wed 11am-12 noon. Students' emails will be answered within two days.

## **COURSE AIMS AND OBJECTIVES**

GERM 103 presupposes no knowledge of German. It can be taken as a terminal language course by students who do not propose to advance German beyond the basics of the German language.

Students who pass the course should:

- be able to pronounce German correctly
- be able to conduct a simple conversation in German
- be familiar with basic German grammar (the cases and the main tenses, sentence construction).

### CLASS TIMES AND ROOMS

GERM 103 is a First Trimester course of five hours per week, involving three lectures, one language tutorial and one audio-visual class.

<b>Lectures</b>				
Lecture 1	Mon	2pm – 3pm	HM 003	Dr Tempian
Lecture 2	Tues	11am – 12 noon	HM 003	Dr Tempian
Lecture 3	Wed	2pm – 3pm	HM 105	Dr Tempian

<b>Language Tutorials</b>				
Either	Fri	9am – 10am	vZ 506	Ms Hahn
OR	Fri	10am – 11am	vZ 506	Ms Hahn
OR	Fri	1pm – 2pm	vZ 506	Ms Hahn
OR	Fri	2pm – 3pm	vZ 506	Ms Hahn

<b>Audio-Visual Classes</b>				
Either	Mon	9am – 10am	vZ 011	Ms Szczepanski
OR	Mon	10am – 11am	vZ 011	Ms Szczepanski
OR	Mon	11am – 12 noon	vZ 011	Ms Szczepanski
OR	Mon	1pm – 2pm	vZ 011	Ms Szczepanski

**NB: The Audio-Visual Classes in week 2 will be in**

9am – 10am	vZ 506
10am – 11am	vZ 506
11am – 12 noon	MY 105
1pm – 2pm	MY 105

HM 003 and HM 105 are in the Hugh Mackenzie Building, vZ 506 and vZ 011 are in the von Zedlitz Building (Level 5 and 0 respectively), MY 105 is in the Murphy Building.

## COURSE CONTENT

GERM 103 is based on a varied approach. Classes include textbook work, grammar exercises, computer software for interactive language learning, pronunciation drills, conversation practice and language games in the lectures as well as in the language tutorial and in the audio-visual class. In addition, students are expected to complete regular weekly progress tasks, and to work in the Language Learning Centre without supervision. GERM 103 carries a fairly heavy workload: students are expected to supplement classroom learning with additional work on their own or in study groups (to be organised by the students themselves or with the GERM 103 PASS leader). Students who have completed GERM 103 with a good grade may enrol for GERM 104.

## TEXTS

*Passwort Deutsch 1* Kursbuch (textbook, Edition Klett) and the *Supplementary Material to GERM 103* will be used in all classes. Students are encouraged to use the *Passwort Deutsch 1* Arbeitsbuch (workbook with supplementary exercises, Edition Klett) for independent study. Textbook and workbook are available from Victoria Book Centre, the *Supplementary Material to GERM 103* is available from Student Notes.

Students may also buy a dictionary and a grammar if they wish to, but this is not essential for this course. A recommended grammar is Jenny Russ, *German Grammar* (Teach yourself books) or Christine Stief & Christian Stang, *German Grammar in a Nutshell* available from Victoria Book Centre.

## ESTIMATED WORKLOAD

In addition to the five class hours, five to eight additional hours per week. This will naturally vary according to the prior knowledge of other foreign languages and the general language aptitude with which the student comes to the course.

## ASSESSMENT

GERM 103 is internally assessed. Assessment is by:

(a)	Two in-term language <b>tests</b> , held on <b>19 March</b> and <b>30 April</b>	40%
(b)	Three <b>assignments</b> , due on <b>10 March</b> , <b>07 April</b> and <b>19 May</b>	30%
(c)	<b>Vocabulary quizzes</b> , every <b>Friday tutorial</b>	10%
(d)	<b>Progress tasks</b> , every <b>Friday tutorial</b>	10%
(e)	End-of-semester <b>oral examination</b> , held in <b>week 12</b> (5 minutes).	10%

All Assignments must include a cover sheet available from SAELC Reception or Blackboard. Assignments are to be handed in to the German assignment box located to the left of the SAELC Reception area on Level 6 of von Zedlitz.

## TESTS

Attendance at both 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.)

Each test will presume acquaintance with all the material studied prior to that test, i.e. the material covered in all five weekly classes and any written assignments done.

## Assignments, Vocabulary Quizzes and Progress Tasks

In any language course it is essential that students work steadily and consistently throughout. It is not possible to understand and apply the grammar well enough if it is learned by last-minute "cramming". That is why assessment is by a number of tests and assignments rather than by one major test at the end of the course. Additional progress tasks will be handed out in your Monday lecture and should be completed every week by Friday. They provide the necessary practice in grammar and vocabulary and useful feedback on whether these have been understood and learned. Completed progress tasks will be always discussed in the Friday tutorial and handed in to Ms Hahn.

## Final Oral Exam

This is 5 minutes in length, and students will prepare in advance a short monologue to introduce themselves. They will then be asked 1-2 questions in German. The exam is designed to test the student's fluency, grammatical correctness and use of vocabulary in basic oral German.

The University marking system by letter grade is as follows:

A+	85 -100%
A	80 - 84%
A-	75 - 79%
B+	70 - 74%
B	65 - 69%
B-	60 - 64%
C+	55 - 59%
C	50 - 54%
D	40 - 49% (fail)
E	0 - 39% (fail)

## MANDATORY COURSE REQUIREMENTS

The minimum course requirements which students must satisfy in order to pass the course are: regular attendance (a minimum of 80% at tutorials and AV-classes), and satisfactory performance in tests (i.e. a final average of 50% or more).

Also, the three assignments, progress tasks and vocabulary quizzes must be completed and handed in on time. Failure to complete a vocabulary quiz, or to hand in an assignment or the weekly progress tasks results in a zero mark for that particular part. It is up to students unable to attend a particular class for any reason to find out from someone else what the assignments and progress tasks are. Such information is normally also available on Blackboard. In special circumstances such as illness or bereavement an extension may be granted, but only after timely consultation with the lecturer or tutor concerned. Unless informed to the contrary, students may assume they have been awarded Terms, i.e. have met the Mandatory Course Requirements.

## LEARNING OPPORTUNITIES

We encourage you to take advantage of whatever opportunities occur outside class hours to practise your German: e.g. reading, German films, lectures at the Goethe Society or Goethe Institute, *Kaffeestunde*, the German choir, the student play production, conversations with Germans, and so on. We also advise you to use self-access materials provided by the Language Learning Centre (situated on Level 0 of the von Zedlitz Building), including several computer programmes, which deal with all aspects of German grammar and pronunciation.

Remember too that staff are here to help you. Do not feel shy about asking questions in class if you have not understood something. Feel free to tell us what you find most (or least) interesting or useful in the course.

## 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. Each trimester student reps of SAELC courses will meet together with the Head of School. At the end of the course all students will 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 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:



SCHOOL OF ASIAN & EUROPEAN LANGUAGES & CULTURES  
GERMAM PROGRAMME COURSE OUTLINE GERM 103

<b>IMPORTANT DATES FOR GERM 103</b>	
<b>Week 1</b>	<b>25 February – 02 March</b> <ul style="list-style-type: none"> <li>• Lectures begin on Monday 25 February</li> <li>• No A/V classes</li> <li>• Tutorials begin on Friday 29 February: No vocab quiz or progress tasks</li> </ul>
<b>Week 2</b>	<b>03 March – 09 March</b> <ul style="list-style-type: none"> <li>• A/V classes begin on Monday 3 March</li> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 3</b>	<b>10 March – 16 March</b> <ul style="list-style-type: none"> <li>• ASSIGNMENT 1 DUE – Monday 10 March at 2pm</li> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 4</b>	<b>17 March – 23 March</b> <ul style="list-style-type: none"> <li>• TEST 1 – Wednesday 19 March at 2pm</li> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 5</b>	<b>24 March – 30 March</b> <ul style="list-style-type: none"> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 6</b>	<b>31 March – 06 April</b> <ul style="list-style-type: none"> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 7</b>	<b>07 April – 13 April</b> <ul style="list-style-type: none"> <li>• ASSIGNMENT 2 DUE – Monday 07 April at 2pm</li> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Mid-trimester Break (14 April – 27 April)</b>	
<b>Week 8</b>	<b>28 April – 04 May</b> <ul style="list-style-type: none"> <li>• TEST 2 – Wednesday 30 April at 2pm</li> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 9</b>	<b>05 May – 11 May</b> <ul style="list-style-type: none"> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 10</b>	<b>12 May – 18 May</b> <ul style="list-style-type: none"> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 11</b>	<b>19 May – 25 May</b> <ul style="list-style-type: none"> <li>• ASSIGNMENT 3 DUE – Monday 19 May at 2pm</li> <li>• Vocab quiz &amp; progress tasks on Friday</li> </ul>
<b>Week 12</b>	<b>26 May – 01 June</b> ORAL EXAMINATION – tba. No vocab quiz or progress tasks

**NB:** Assignments will be handed out one week prior to the due date in the Monday lecture, marked and returned to students at Friday Tutorials. Tests will be returned within one week of being sat, and can be picked up from the German Administrator located at SAELC Reception, Level 6 of von Zedlitz. Weekly progress tasks will be handed out in the Monday lecture.