



FACULTY OF HUMANITIES AND SOCIAL SCIENCES

SCHOOL OF LANGUAGES AND CULTURES

**GERMAN PROGRAMME
GERM 104 ELEMENTARY GERMAN**

20 POINTS

TRIMESTER 2 2015

Important dates

Trimester dates: 13 July to 15 November 2015

Teaching dates: 13 July to 16 October 2015

Mid-trimester break: 24 August to 6 September 2015

Study period: 19–23 October 2015

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds. If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/students/study/exams/aegrotats.

Names and contact details

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www.victoria.ac.nz/slc

Teaching staff are happy to discuss your concerns with you, or to provide additional information about the course. Such information is also regularly provided through announcements in class and on Blackboard. Staff are available for student consultation at times indicated on their office doors or by contacting them via email to arrange a suitable time.

Class times and locations

| | | | | |
|-----------------|-----|-------------------|----------|----|
| Lectures | Mon | 11.00am - 11.50am | HM LT103 | RM |
| | Wed | 11.00am - 11.50am | HM LT103 | RM |

| | | | | |
|---|-------|---------------------|-------|----|
| Language Tutorials (Choose <u>ONE</u> time from <u>EACH</u> of the <u>THREE</u> strands) | | | | |
| I. Either | Thurs | 10.00am - 10.50am | KK202 | AS |
| OR | Thurs | 11.00am - 11.50am | KK202 | AS |
| OR | Thurs | 12.00noon – 12.50pm | KK204 | AS |
| II. Either | Fri | 10.00am - 10.50am | vZ710 | AS |
| OR | Fri | 11.00am - 11.50am | vZ710 | AS |
| OR | Fri | 12.00noon – 12.50pm | vZ710 | AS |

| | | | | |
|--|-----|---------------------|--------------|----|
| Audio Visual Classes (Choose ONE time) | | | | |
| Either | Mon | 12.00noon - 12.50pm | vZ003 (LLC*) | AS |
| OR | Mon | 1.10pm – 2.00pm | vZ003 (LLC*) | AS |
| OR | Mon | 2.10pm – 3.00pm | vZ003 (LLC*) | AS |
| * Language Learning Centre (situated on Level 0, von Zedlitz building) | | | | |

Students must enrol in one Audio-Visual Class and two Tutorials using the myAllocator system: <https://student-sa.victoria.ac.nz>. Detailed instructions are available on Blackboard. Students must remain in their allotted groups for the whole course, unless a change has been authorised by the Course Coordinator.

Communication of additional information

Additional information will be provided in class and/or posted on Blackboard.

Prescription

This course builds on the skills acquired in GERM 103. It aims to further develop students' knowledge and understanding of the German language in an interactive way.

Course content

In GERM 104, you will:

- I. read texts in German and learn about a variety of cultural and social aspects of the German-speaking countries;
- II. expand your vocabulary in context and learn to recognise German word formation patterns;
- III. improve your listening comprehension skills and your pronunciation;
- IV. learn to build complex sentences in German correctly;
- V. practise describing objects and events, expressing future plans, reporting about past events, and expressing wishes and requests.

Course learning objectives (CLOs)

GERM 104 presupposes a successful completion of GERM 103 *Introduction to the German Language* (or equivalent comparable to NCEA Level 1 or Level A1 of the European Framework for Language Learning) and teaches the four skills of reading, writing, listening and speaking in an interactive way. This course will enable students to reach a level comparable to NCEA Level 2-3 or Level A2 of the European Reference Framework for Language Learning.

Upon completing GERM 104 successfully students should be able to:

1. hold and listen to a basic conversation in German;
2. write and talk about present, past and future events or situations at an elementary level;
3. show familiarity with elementary German grammar (cases, tenses, moods, voices, sentence construction);
4. read a range of German texts with the help of a dictionary.

Teaching format

GERM 104 is a second trimester course of FIVE hours per week, involving two lectures, two language tutorials and one audio-visual class. Students are expected to attend all classes.

GERM 104 is based on a varied approach. Classes include textbook work, grammar exercises, conversation practice, pronunciation drills, interactive computer exercises and language games. The purpose of the lectures is to mainly introduce new grammar aspects in a communicative context and practise reading, whereas the language tutorials and the AV class are aimed at practising German grammar and using the German language in everyday life oriented communicative situations.

You are expected to supplement classroom learning with additional work on your own in the LLC or in study groups (to be organised by the students themselves).

Students who have completed GERM 104 with a good grade may enrol for GERM 217 in the following year.

Mandatory course requirements (MCRs)

In addition to achieving an overall pass mark of 50% students must, unless a specific exemption has been approved:

- I. attend all tests in order to demonstrate achievement of all CLOs in the course, and
- II. attend at least 10 out of 12 of each language class (lecture 1, lecture 2, tutorial 1, tutorial 2, AV class) in order to maintain the regular practice necessary for effective language learning.

If you are unable to attend a particular class for any reason, it is up to you to review what has been covered in this class, and to check when the next assignment is due. This information is available on Blackboard.

Unless informed to the contrary, you may assume that you have met the mandatory course requirements.

Any student who is concerned that they have been (or might be) unable to meet any of the MCRs because of exceptional personal circumstances, should contact the course coordinator as soon as possible.

Workload

The University Assessment Handbook has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. Students enrolling in a 1-trimester 20-point course should work on average 13 hours per week including contact hours - i.e. you are expected to work an additional eight hours per week your overall workload hours for the course would be 200 hours.

In addition to the four class hours, students are expected to use approximately 5 hours for revision, extra practice (e.g. using the *Übungsbuch*), skill development (e.g. in the LLC, with a language buddy or a book!), and approximately 4 hours for 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.

Assessment requirements

Assessment for GERM 104 consists of 100% in-term assessment as follows:

| Assessment items and workload per item | % | CLO(s) | Due date |
|--|------|---------|---|
| 1 Test 1 (duration 50 minutes) | 20 % | 2, 3, 4 | 21 August, in the tutorials |
| 2 Test 2 (duration 50 minutes) | 20 % | 2, 3, 4 | 16 October, in the tutorials |
| 3 Assignment 1 (length 4 pages) | 15 % | 2, 3, 4 | 5 August, end-of-day |
| 4 Assignment 2 (length 5 pages) | 15 % | 2, 3, 4 | 30 September, end-of-day |
| 5 Listening assignment (length 6 pages) | 10 % | 1, 3 | 9 September, end-of-day |
| 6 Vocabulary quizzes | 10 % | 1, 2, 4 | 27 July, 3 August, 10 August, 17 August, 7 September, 14 September, 21 September, 28 September, 5 October |
| 7 Oral test (duration 5 minutes per student) | 10 % | 1, 2, 3 | Week 11 |

Submission and return of work

Assignments are to be submitted online via Blackboard. Full instructions for each task will be given in class and/or on Blackboard. Every effort will be made to return marked tests and assignments within two weeks.

Students will be able to collect marked work from the SLC Office on the 6th floor of von Zedlitz between the hours of 10am and 2pm each day. A Student ID card will need to be shown to collect work.

Extensions and penalties

Extensions

A short extension of 2 days will be provided automatically to any student requesting it with an email prior to the scheduled deadline (no supporting evidence is needed in that case). Longer extensions need to be discussed with the Course Coordinator and require supporting evidence.

Penalties

Tests

If you are unable to attend a written test or the final oral test 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 or date may be arranged.

Assignments

If you submit an assignment after the due date, you will incur a 5% penalty for each weekday late. In special circumstances such as accident, illness or bereavement, an extension may be granted, but only after you consult with the staff member concerned.

NB: In case of illness, you must supply a medical certificate.

Set texts

Passwort Deutsch 2 Kursbuch (textbook, Edition Klett) and the *GERM 104 Supplementary Material* (Student Notes) will be used in all classes. You are also strongly encouraged to use the *Passwort Deutsch 2 Übungsbuch* (workbook with supplementary exercises, Edition Klett) for independent study. You may also buy a dictionary and a grammar if you wish to, but this is not essential for this course. We recommend Christine Stief & Christian Stang, *German Grammar in a Nutshell*.

Texts can be purchased from Vic Books, Ground Floor Easterfield Building, Kelburn Parade. They can also be ordered online at www.vicbooks.co.nz. Orders and enquiries can be emailed to enquiries@vicbooks.co.nz.

Class representative

A class representative will be elected in the first week, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students. Class reps will attend a meeting with the Head of School to discuss how your courses are going and to raise any concerns or suggestions that they may have. You can find out more information on Class Representatives on the VUWSA website: www.vuwsa.org.nz.

Students may like to write the Class Rep's name and details in this box:

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|-------------------------------------|
| Class Rep name and contact details: |
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Student feedback

The results of last year's student evaluations indicate that some students found the workload for GERM 104 somewhat more demanding than for most other FHSS courses. However, as the assessment structure for this course is designed to reflect the need for regular and on-going study and practice specific to language learning, after careful reflection we have decided to maintain the relatively high number of assessment items and their relative weighting rather than risk compromising students' learning outcomes.

Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism

- Aegrotats: www.victoria.ac.nz/students/study/exams/aegrotats
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Resolving academic issues: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Special passes: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Student Contract: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz

Language Learning Centre (LLC)

The Language Learning Centre (LLC) is the University's technology-rich, multimedia centre supporting language learning.

At the LLC you can practise and extend your language learning. You can:

- Find materials to support your language studies, including dictionaries, textbooks and graded readers.
- Study independently using language learning software, audio material and DVDs.
- Find a welcoming environment with services and events, and onsite assistance and support for languages
- Become a Language Buddy or find a conversation group.

Visit the LLC on Level 0, von Zedlitz Building and take a look at our website www.victoria.ac.nz/llc

Learning opportunities

We encourage you to take advantage of whatever opportunities occur outside class hours to practise your German, for example:

- reading German articles or books
- watching German films
- attending lectures at the Goethe Society or Goethe-Institut
- coming along to *Kaffeestunde*
- participating in the student play production
- having conversations with Germans
- chatting in German online, etc.

We also advise you to use self-access material provided by the LLC, including:

- several computer programmes, which deal with all aspects of German grammar and pronunciation, and
- electronic vocabulary flashcards (BYKI) created specifically for this course.

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.

Course programme

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|---|---|
| Week 1 | 13 July Lectures begin on Monday 13 July AV classes begin on Monday 13 July and tutorials on Thursday 16 July. |
| Week 2 | 20 July |
| Week 3 | 27 July ASSIGNMENT 1 made available VOKABELQUIZ 1 in the AV class – Monday 27 July |
| Week 4 | 3 August VOKABELQUIZ 2 in the AV class – Monday 3 August ASSIGNMENT 1 DUE – Wednesday 5 August, end-of-day |
| Week 5 | 10 August VOKABELQUIZ 3 in the AV class – Monday 10 August |
| Week 6 | 17 August VOKABELQUIZ 4 in the AV class – Monday 17 August LISTENING ASSIGNMENT made available TEST 1 – Friday 21 August, regular Friday tutorial times |
| Mid-semester Break (24 August to 6 September 2015) | |
| Week 7 | 7 September VOKABELQUIZ 5 in the AV class – Monday 7 September LISTENING ASSIGNMENT DUE – Wednesday 9 September, end-of-day |
| Week 8 | 14 September VOKABELQUIZ 6 in the AV class – Monday 14 September |
| Week 9 | 21 September ASSIGNMENT 2 made available VOKABELQUIZ 7 in the AV class – Monday 21 September |
| Week 10 | 27 September VOKABELQUIZ 8 in the AV class – Monday 28 September ASSIGNMENT 2 DUE – Wednesday 30 September, end-of-day |
| Week 11 | 5 October VOKABELQUIZ 9 in the AV class – Monday 5 October Oral Test – tba |
| Week 12 | 12 October TEST 2 – Friday 16 October, regular tutorial times |