



FACULTY OF HUMANITIES AND SOCIAL SCIENCES

SCHOOL OF LANGUAGES AND CULTURES

GERMAN PROGRAMME GERM 104 ELEMENTARY GERMAN 20 POINTS

TRIMESTER 2 2016

Key dates

Trimester dates: 11 July to 13 November 2016

Teaching dates: 11 July to 16 October 2016

Mid-trimester break: 22 August to 4 September 2016

Study period: 17–20 October 2016

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds.

If you cannot complete an assignment or sit a test in the last three weeks of teaching, or an examination, it may instead be possible to apply for an aegrotat (refer to www.victoria.ac.nz/students/study/exams/aegrotats).

Class times and locations

Lectures

Tuesdays	1.10pm - 2.00pm	HM (Hugh Mackenzie) LT001
Thursday	1.10pm - 2.00pm	HM (Hugh Mackenzie) LT001

Language Tutorials and Audio-Visual Classes

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.

Names and contact details

Course Coordinator and Lecturer: Dr Richard Millington
Office: vZ613
Phone: 463 5976
Email: richard.millington@vuw.ac.nz

Tutor: Anke Szczepanski
Office: vZ602
Phone: 463 7497
Email: anke.szczepanski@vuw.ac.nz

School Administrators: Nina Cuccurullo
Office: vZ610
Phone: 463 5293
Email: nina.cuccurullo@vuw.ac.nz

Ida Li
Office: vZ610
Phone: 463 5318
Email: ida.li@vuw.ac.nz

School office hours: 9.00am to 4.30pm Monday to Friday

Contact Person for Māori and Pasifika Students: Dr Nicola Gilmour
Office: vZ501
Phone: 463 5296
Email: nicola.gilmour@vuw.ac.nz

Contact Person for Students with Disabilities: Dr Andrea Hepworth
Office: vZ604
Phone: 463 5321
Email: andrea.hepworth@vuw.ac.nz

School Website: 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.

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 Common European Framework of Reference for Languages). It 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 Common European Framework of Reference for Languages.

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 structure);
4. read a range of German texts with the help of a dictionary.
5. reflect on their own language learning and develop learning strategies in response to such reflections.

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 takes an integrated approach. Classes include textbook work, grammar exercises, conversation practice, pronunciation drills, interactive computer exercises and language games. The purpose of the lectures is mainly to introduce new grammar in a communicative context and practise reading, whereas the language tutorials and the AV class are aimed at practising grammar points and using language in 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 complete GERM 104 with a good grade may enrol for GERM 217 in the following year.

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 *Arbeitsbuch*), 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

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	19 August, in the tutorials
2	Test 2 (duration 50 minutes)	20 %	2, 3, 4	14 October, in the tutorials
3	Assignment 1	10 %	2, 3, 4	5 August, end-of-day
4	Assignment 2	10 %	2, 3, 4	30 September, end-of-day
5	Listening assignment	10 %	1, 3	9 September, end-of-day
6	Entries in learning journal	6%	5	25/07, 05/09, 10/10
7	Weekly writing tasks	5%	2, 3	Weeks 3-12
8	Vocabulary quizzes (about 5 minutes each, held each week in the AV class)	9 %	1, 2, 4	25/07, 01/08, 08/08, 15/08, 05/09, 12/09, 19/09, 26/09, 03/10
9	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

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

Motive A2, Kursbuch, Wilfried Krenn & Hubert Puchta (Hueber, 2015)

Motive A2, Arbeitsbuch, Wilfried Krenn & Hubert Puchta (Hueber, 2015)

Set 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

The class representative provides a useful way to communicate feedback to the teaching staff during the course. A class representative will be selected at the first lecture of the course. Class reps will attend a meeting with the Head of School to discuss how the course is 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.

Student feedback

Last year's student evaluations produced a result in line with the FHSS average for overall course quality. As part of our effort to improve the course, this year we are introducing a new, more up-to-date textbook.

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:

- www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- 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
- Special passes: refer to the *Assessment Handbook*, at www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf
- 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
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- 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

Week 1	11 – 17 July Lectures begin on Tuesday 12 July. Tutorials begin on Wednesday 13 July.
Week 2	18 – 24 July AVs begin on Monday 18 July.
Week 3	25 – 31 July VOKABELQUIZ 1 in the AV class – Monday 25 July LEARNING JOURNAL 1 – Monday 25 July, end-of-day
Week 4	1 – 7 August VOKABELQUIZ 2 in the AV class – Monday 1 August ASSIGNMENT 1 DUE – Friday 5 August, end-of-day
Week 5	8 – 14 August VOKABELQUIZ 3 in the AV class – Monday 8 August
Week 6	15 – 21 August VOKABELQUIZ 4 in the AV class – Monday 15 August TEST 1 – Friday 19 August, regular Friday tutorial times
Mid - t r i m e s t e r B r e a k (2 2 A u g u s t – 4 S e p t e m b e r 2 0 1 6)	
Week 7	5 – 11 September VOKABELQUIZ 5 in the AV class – Monday 5 September LEARNING JOURNAL 2 – Monday 5 September, end-of-day LISTENING ASSIGNMENT DUE – Friday 9 September, end-of-day
Week 8	12 – 18 September VOKABELQUIZ 6 in the AV class – Monday 12 September
Week 9	19 – 25 September VOKABELQUIZ 7 in the AV class – Monday 19 September
Week 10	26 September – 2 October VOKABELQUIZ 8 in the AV class – Monday 26 September ASSIGNMENT 2 DUE – Friday 30 September, end-of-day
Week 11	3 October – 9 October VOKABELQUIZ 9 in the AV class – Monday 3 October ORAL TEST – tba
Week 12	10 October – 16 October LEARNING JOURNAL 3 – Monday 10 October, end-of-day TEST 2 – Friday 14 October, regular Friday tutorial times