GENERAL INFORMATION

REQUIRED TEXTBOOK (Germ 2040):

*Sag Mal*, 2nd ed. (loose-leaf or virtual textbook)

REQUIRED TEXTBOOK, including the WORKBOOK (Germ 2050):

*Denk Mal*, 2nd ed. (loose-leaf or virtual textbook)

COURSE Prerequisites

The prerequisite for German 2040 is the successful completion of German 1020*. The prerequisite for German 2050 is the successful completion of German 2040*. * or the equivalent.

COURSE DESCRIPTION AND OBJECTIVES

These courses, the continuation of German 1020, expands the student’s understanding, speaking, reading and writing in German. The main focus of these courses is to build a strong foundation in the language by emphasizing vocabulary and pronunciation, grammar, listening comprehension, reading, and writing. The main emphasis will be on classroom interaction, so students are urged to attend class regularly, to be on time, and to be prepared.
WHAT CAN YOU EXPECT FROM THESE COURSES?

You can expect to encounter and to work on mastering basic communication skills in German and to acquire an understanding of the German culture. These are communicative, student-centered courses, which means that you will interact a great deal with your classmates. Acquiring a foreign language requires much practice and repetition.

REQUIREMENTS FOR THESE COURSES:

1. Homework/Workbook assignments will be given every day. The homework may be a written and/or an oral preparation. Written assignments will be due at the beginning of class. On some occasions, written assignments will be collected and checked by your instructor; on other occasions the material assigned will be discussed and corrected in class. Your written homework must be neat and legible. Your answers should be written in complete sentences, unless the instructor specifies otherwise. Please use double space so that comments or corrections can be more easily inserted. Underline or highlight any key or featured words. Please do not use red pen or pencil. Furthermore, by the end of each chapter, all relevant exercises in iLrn or Workbook need to be completed. Homework will not be accepted after the beginning of the class for which it has been assigned and must be submitted in person by the student.

2. Quizzes will usually be given almost every day. It is therefore imperative that you keep up with your studies on a daily basis. The quizzes will cover the material currently being studied and will be announced. Note: There will be NO make-up quizzes.

3. Presentations will be given during 2050. Your instructor will give you information about the topic (Städte- oder Personenporträt) and the format (group of max. 3 students, 3 minutes each student, presented in German).

4. Essays will be composed in class two times during the semester; one in 2040 (100-150 words) and one in 2050 (200-250 words). Your instructor will give you information about the topic and format. Essays composed outside of class are not accepted.
5. **Unit Tests** will cover vocabulary and grammar structure of all material studied through the last class period before the test. Any additional material which your instructor may supply from sources outside your textbook may be tested on quizzes or exams. All tests will be announced and will include: 1) listening comprehension, 2) vocabulary, 3) grammar, 4) writing, 5) reading, and 6) culture. Tests will reflect everything covered in class or assigned as homework. Note that you may not leave the classroom during the test. There will be NO make-up tests unless cleared with the instructor (for details, see Attendance below).

6. **The Final Exam** will be comprehensive. There is one for each course. Taking the Final Exam is mandatory to receive a passing grade.

7. **Regular Attendance** is not only required, it is mandatory. The five week accelerated course is the equivalent of thirty weeks of regular semester; thus ninety hours of class squeezes into just five weeks of summer school. Therefore, one hour in the summer semester is equal to one hour in the regular semester; or one day missed in the summer is equal to four and a half days missed in the regular semester.

Repeated unexcused absences and tardiness will affect your grade significantly. **Two tardies is the equivalent of one absence.** **Leaving class before the end of the period will be considered an absence.** You are allowed a maximum of three (3) hours of absence, whether excused or unexcused, without penalty. After four (4) hours of absence, your grade will drop one letter. **After twelve (12) hours of absence (three days), you will receive a failing grade for the entire course.**

Excused absences are only:
A.) Illness with doctor's documentation that can be verified by the UNT administration,
B.) Official university sponsored activities and
C.) The observance of certain religious holidays provided the student has notified the instructor in writing within the first two days of the semester and/or deadline as specified in the Academic Calendar. (See “Class Attendance” in the University Catalog for details.) If your absence is **not** excused, you will receive a grade of zero (0) for any homework.
assignment due that day and/or for any quiz given that day. If your absence is excused, your NEXT homework and/or quiz grade will count double. NO exceptions to the rule!

Specifically for TAMS students: If you are absent for any reason, you are required to file an absence report with Dr. Allen of the TAMS Academic Office. You must complete the “Absence Form” on the TAMS Academic Website. In addition, as your professor, I will send periodic attendance reports to the TAMS Academic Office. TAMS students are not allowed the use of computers in the classroom.

8. **CLASS PARTICIPATION** is an essential foundation for learning a language. Consistent and constructive participation is expected from every student. Attendance is critical in such courses, as progress suffers when assignments and daily contributions to class work falter. Repetition and especially creativity are essential in language study, and this course is planned and organized to supply both. Worksheets reflecting the material currently taught will be used to enlarge your vocabulary and to help you to better master the language. Material covered on the worksheets may be included on quizzes and tests.

**Cellular phones must be switched off and completely kept out of sight during the class period. If it is visible to the instructor, five points will be subtracted from the participation grade. Also, leaving the classroom for more than five minutes at the time will be counted against the participation grade.**

9. **GRADING POLICY:** Your grade in these courses is based on your scores earned throughout the semester. Regular attendance and active participation during the class period are reflected positively in your final grade. Your final grade will be determined as follows for each course:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Attendance &amp; active class participation</th>
<th>2040</th>
<th>2050</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Attendance &amp; active class participation</td>
<td>15%</td>
<td>15%</td>
</tr>
<tr>
<td>2</td>
<td>Homework assignments</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>3</td>
<td>Quizzes</td>
<td>20%</td>
<td>15%</td>
</tr>
<tr>
<td>4</td>
<td>Presentation</td>
<td>n/a</td>
<td>10%</td>
</tr>
</tbody>
</table>
5 Essays .......................................................................................... 10% ..........15%
6. Unit tests .................................................................................. 25% ..........20%
7. Final Exam .................................................................................. 20% ..........15%

STUDENT BEHAVIOR IN THE CLASSROOM:

Disruptive student behavior that interferes with an instructor’s ability to conduct a class or with other students' opportunity to learn is unacceptable and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.unt.edu/csrr

RELIGIOUS HOLIDAYS

In accordance with Section 51.911 of the Texas Education Code, UNT will allow a student who is absent from class for observance of a religious holy day to take an examination or complete an assignment scheduled for that day by the end of the next class day. Students are required to file a written request with each professor within the first two (2) days of the semester to qualify for an excused absence. A copy of the state rules and procedures regarding holy days and the form for notification of absence from each class under this provision are available from the Registrar’s Office.

AMERICAN WITH DISABILITIES ACT COMPLIANCE:

DISABILITY ACCOMMODATION STATEMENT
The University of North Texas is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112, The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans with Disabilities Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.
Students must follow the Procedure for Requesting Special Accommodation, as indicated in the UNT Policy Manual, Volume 3, 18.1.14, part II. According to these guidelines, "[w]ithin the first week of class, qualified students must notify the instructor or academic unit liaison for disability accommodation that options to standard methods of educational access will be needed" (part II, section B).