

**Course Syllabus:
Beginning German II**

Course Information

<i>Course Number/Section</i>	GERM 1312.001
<i>Course Title</i>	Beginning German II
<i>Term</i>	Spring 2013
<i>Days and Times</i>	MW 4-5:15 pm in JO 3.906

Instructor Contact Information

<i>Instructor</i>	Dr. Cindy K. Renker
<i>Email Address</i>	cindy.renker@utdallas.edu
<i>Office Location</i>	JO 5.109
<i>Office Hours</i>	M 7-8 pm and by appointment

Course Prerequisites, Corequisites, and/or Other Restrictions

Beginning German I, or placement exam.

Course Description

This course is a continuation of Beginning German I. It is designed to further develop and strengthen the student's understanding, speaking, reading, and writing in German. It continues to build a firm foundation in the language by focusing on grammar, vocabulary, pronunciation, speech patterns, reading, and understanding texts as well as translation. Repetition and creativity are essential in language study, and this course is planned and organized to supply both. Students will encounter and work on mastering beginning communication skills in German and will also acquire an understanding of, and respect for, cultural differences. Acquiring a foreign language is learning a new skill, and this requires practice to become proficient. The main emphasis will be on classroom interaction, so students are urged to attend class at all times, to be on time, and to be prepared.

Required Textbooks and Materials

Sevin & Sevin, *WIE GEHT'S* 8th edition, which includes an Audio-CD
Sevin & Sevin, *ARBEITSBUCH WIE GEHT'S*, a lab manual/workbook

Suggested Course Material

Sevin & Sevin, Lab CDs
For additional exercises and activities see also www.wiegehts.heinle.com
A German Dictionary (strongly recommended)

Assignments & Academic Calendar

WG=WIE GEHT'S
AB=ARBEITSBUCH

Date	Class Topic	Assignment
M 14. Januar	Introduction Review (Schritte, Kapitel 1-5)	
W 16. Januar	Review (Schritte, Kapitel 1-5)	Hand-out
M 21. Januar	Martin Luther King Day No class	
W 23. Januar	Review (Schritte, Kapitel 1-5)	Hand-out
M 28. Januar	Kapitel 6: pp. 153-158 Vocab. Quiz (Kapitel 6, Wortschatz 1) Expert Group 1 (Kapitel 6, Wortschatz 1)	WG: Wortschatz 1 (pp. 155-156) WG: Read Dialoge (p. 154): Übung A
W 30. Januar	Kapitel 6: pp. 159-164	WG: Read/do (pp. 159-164): Übung A, D, E, F.1, G
M 4. Februar	Kapitel 6: pp. 165-167 Expert Group 6 (6.2)	WG: Read/do (pp. 165-167): Übung J, O
W 6. Februar	Kapitel 6: pp. 171-176 Vocab. Quiz (Kapitel 6: Wortschatz 2) Expert Group 2 (Kapitel 6, Wortschatz 2)	WG: Wortschatz 2 (pp. 171) WG: Text (pp. 172-174): Übung B, D
M 11. Februar	Kapitel 7: pp. 179-185 Vocab. Quiz (Kapitel 7, Wortschatz 1) Expert Group 3 (Kapitel 7, Wortschatz 1)	WG: Wortschatz 1 (p. 181) WG: Hörverständnis (p. 185) AB: Kreuzworträtsel (p. 89)
W 13. Februar	Kapitel 7: pp. 186-188 Expert Group 5 (7.1)	WG: Read/do (pp. 186-188): Übung A-B

M 18. Februar	Kapitel 7: pp. 189-194	WG: Read/do (pp. 189-194): Übung E, F, I, L
W 20. Februar	Kapitel 7: pp. 195-201 Vocab. Quiz (Kapitel 7 Wortschatz 2)	WG: Wortschatz 2 (p. 195) WG: Text (pp. 196-199): Übung B, C
M 25. Februar	Rückblick: Kapitel 4-7	AB: Read (pp. 91-94) AB: pp. 95-102: Übung A-B, D, J, K, L (answer on your own, then go to the back of the AB and check your answers, correct if necessary)
W 27. Februar	Midterm Review: Kapitel 6-7	
M 4. März	Midterm: Kapitel 6-7	
W 6. März	Kapitel 8: pp. 203-209 Vocab. Quiz (Kapitel 8, Wortschatz 1) Expert Group 4 (Kapitel 8, Wortschatz 1)	WG: Wortschatz 1 (pp. 205-206) WG: Hörverständnis (p. 209) AB: pp. 112-113: Übung E-F
M 11. März	Frühlingsferien!	
W 13. März	Frühlingsferien!	
M 18. März	Kapitel 8: pp. 210-213	WG: Read/do (pp. 210-213): Übung A, C
W 20. März	Kapitel 8: pp. 213-218 Expert Group 4 (8.3,8.4)	WG: Read/do (pp. 213-218): Übung E, H, I
M 25. März	Kapitel 8: pp. 222-227 Vocab. Quiz (Kapitel 8, Wortschatz 2)	WG: Text (pp. 223-225): Übung C WG: Wortschatz 2 (p. 222) WG: Hörverständnis (p. 227)
W 27. März	Kapitel 9: pp. 231-237 Vocab. Quiz (Kapitel 9, Wortschatz 1) Expert Group 5 (Kapitel 9, Wortschatz 1)	WG: Wortschatz 1 (pp. 233-234) AB: Kreuzworträtsel (p. 123): Übung E WG: Dialoge (p. 232): Übung A

M 1. April	Kapitel 9: pp. 238-241 Expert Group 3 (9.1)	WG: Read/do (pp. 238-241): Übung A, C
W 3. April	Kapitel 9: pp. 242-246 Expert Group 2 (9.2)	WG: Read/do (pp. 242-246): Übung G, J AB: (p. 121): C
M 8. April	Kapitel 9: pp. 249-257 Vocab. Quiz (Kapitel 9, Wortschatz 2	WG: Wortschatz 2 (p. 249) WG: Text (pp. 251-252): Übung A WG: Hörverständnis (p. 255) WG: Read Poems (pp. 256-257)
W 10. April	Kapitel 10: pp. 259-266 Vocab. Quiz (Kapitel 10, Wortschatz 1) Expert Group 6 (Kapitel 10, Wortschatz 1)	WG: Wortschatz 1 (p. 262) WG: (p. 263): Übung A AB: (p. 130): Übung A WG: Hörverständnis (p. 266)
M 15. April	Kapitel 10: pp. 267-271 Expert Group 1 (10.1, 10.2)	WG: Read/do (pp. 267-271): Übung A, B, F AB: (pp. 131-132): Übung C, D
W 17. April	Kapitel 10: pp. 273-275	WG: Read/do (pp. 273-275): Übung I-K AB: (p. 132): Übung E
M 22. April	Kapitel 10: pp. 277- 285 Vocab. Quiz (Kapitel 10, Wortschatz 2)	WG: Wortschatz 2 (p. 277) WG: Text (278-282): Übung A, B, F WG: Hörverständnis (p. 283) WG: Read Poem (p. 284)
W 24. April	Final Review: Kapitel 6-10	WG: (p.276): Übung M, O WG: (p. 247): Übung N
M 29. April	Course wrap-up	
W 1. Mai	FINAL EXAM	

Course Policies

Attendance and Participation

This course is NOT a conference or correspondence course. **Attendance in class is REQUIRED, not optional.** The material covered in this course is cumulative, so it is important that you do not miss out on what we cover in class.

Repeated **unexcused** absences and tardiness will affect your grade significantly. Being repeatedly late or leaving class before the end of the period will also lower your grade. You are expected to consult with me whenever an absence is necessary, or for unexpected absences, you are required to contact me immediately. **Attending class is important.** When you do not attend, you miss the class discussion and activities. Every absence will put you in a catch-up situation, and that will affect your performance in class, your achievements on tests, and ultimately your overall grade. Therefore, please attend class regularly and be on time!

Besides being in class you are required to actively participate. Class participation is an essential foundation for learning a language. Not participating or only passively attending class will lower your participation grade. Consistent and constructive participation is expected from all students.

Cellphones and laptops need to be turned off during class!

Homework

The homework may be a written and/or an oral preparation and will include reading assigned pages and sections, writing, listening comprehension, memorization of lists and paradigms, drills and so forth. Occasionally I will ask you to do additional readings and/or exercises, not coming from your book but rather from hand-outs I will provide. Assignments are due at the beginning of class on the assigned day and are to be put on the instructor's desk when you walk in.

Note: Homework will not be accepted after the beginning of the class and must be turned in by the student him/herself.

Quizzes

Quizzes will be given on either vocabulary or structure (grammar). It is therefore imperative that you keep up with your studies on a daily basis. Vocabulary quizzes are scheduled (see calendar). Grammar quizzes, however, will not be announced. Make sure you do your assigned grammar readings, not merely scanning assigned pages but, rather, trying to understand the new concept so we can expand on them in class.

Note: There will be NO make-up quizzes unless cleared in advance.

Tests

There will be one midterm and one final exam for this course. They will mainly test vocabulary and grammar. Exams will reflect everything covered in class and assigned as homework. There will be NO make-up tests unless cleared with your class instructor.

Expert Groups

To make learning and reviewing grammar and vocabulary fun and to get a break from listening to your instructor, groups of 2-3 students will be designated to act as “experts” on a specific grammar point or the vocabulary assigned for a particular day. The idea is that each team of experts should prepare a short creative activity (game, skit, competition, drill etc.) which invites participation by the class and practices the grammar or vocabulary assigned for that day. In the case of grammar, please do not give a lecture on grammar. You may review the assigned reading very briefly but practicing grammar in a fun and creative way is the purpose of this team effort. I will always review the grammar for that day and answer any questions students might have. Vocabulary should also be practiced with the whole class in a creative way using drills, props, games, or media. You will have about 15 minutes of class time. Every student of the team in charge should help prepare and participate. The “experts” will be graded on preparation, creativity, usefulness and accuracy.

Grading

Attendance and participation:	15%
Homework:	20%
Quizzes:	20%
Midterm:	15%
Final Exam:	20%
Expert Groups (5% each):	10%

Keep in mind that an average of your written test scores alone is not always a true indicator of the grade you will earn by the end of the course. Homework and attendance play a significant part in your total grade. I will also take into consideration whether your grades have consistently improved or gone down over the span of the semester. If you have questions about your performance during the course or about your final grade, please come see me.

I will make changes in objectives, assignments, and due dates for this course if necessary.

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained

in the UTD publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work or material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork

to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:
The University of Texas at Dallas, SU 22
PO Box 830688
Richardson, Texas 75083-0688
(972) 883-2098 (voice or TTY)

Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes enrolled students with mobility impairments may have to be rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

Off-Campus Instruction and Course Activities

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address given below. Additional information is available from the office of the school dean. (http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm)

These descriptions and timelines are subject to change at the discretion of the instructor.