FREN 1301 – French One (ONLINE)
Spring 2021

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Virtual Office Hours: Posted on BB

Please contact me through Course Email in Blackboard to avoid overwhelming my in-box on Webmail. I will check Course Mail daily M-F and once on the weekend and will reply within 24 hours during the week.

Important comment: in light of our current pandemic situation, you will find some special remarks related to COVID-19 in the syllabus at the appropriate places.

Our FREN 1301 class is totally online, but we want to remind you of general guidelines for university life this spring.

You are encouraged to immediately complete COVID-19 student training at https://covidtraining.questionpro.com/

You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utep.edu. If you know anyone who should report any of these three criteria, encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu.

For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website screening.utep.edu prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone go to class when feeling ill or exhibiting any of the known COVID-19 symptoms. Students are advised to minimize the number of encounters with others to avoid infection.

If you are feeling unwell, please let me know as soon as possible, so that we can discuss accommodations for our class.

Wear face coverings when in common areas of campus or when others are present. You must wear a face covering over your nose and mouth at all times in face to face classes. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 Health and Safety and Section 1.2.2.5 Disruptions in the UTEP Handbook of Operating Procedures.

Now, to our course...

Course Description

FREN 1301 is the first course in beginning French. It is intended for students who have no previous experience with French. We will work in the major areas of language learning – oral comprehension, speaking, reading and writing – and we will study different aspects of the French-speaking world and culture. Much importance is given to oral communication and listening comprehension.
Course Scope and Objectives
At the end of this course, students will be able to accomplish the following tasks, using very basic vocabulary and grammatical structures:

- Greet different people and introduce yourself and others
- Describe yourself and your daily schedule and various free time activities
- Give basic information like your age, dates, times
- Talk about academic life in the US and in the French system and compare the two
- Describe physical characteristics and personality traits of people you know
- Talk about your family
- Describe where things are located
- Obtain information from other people
- Talk about future plans
- Order in a café

We will cover Unités 1-4 in our textbook.

Course delivery and Time Requirements for students
Where do students meet their instructor and classmates?

This is an entirely online course. We will meet together on Zoom twice weekly on the days and times specified on Goldmine.

My virtual office hours will be as noted above on Blackboard Collaborate Ultra. If you have personal questions or concerns, meet me there.

You may also meet classmates in “partner chat” activities on the VHL Central Supersite.

Where do students find assignments for the course?

An assignment folder for each week will be placed on Blackboard and regular assignments will be on the course website found at vhlcentral.com. You will upload assignments made on Blackboard as Word documents. Do not use the “Write Submission” feature. You may not submit late homework for Blackboard Assignments.

Consult the VHL Central Supersite regularly for upcoming assignments there. VHL assignments may be submitted late with a 10 point penalty.

How much time should students expect to spend on this course?

We will spend approximately 1 hour 15 minutes together in class twice weekly and you may have up to 4 hours of additional homework every week. Online courses require you to be self-motivated and be able to keep to the course schedule with required reading, activities, and assignments. Acquiring a foreign language in any environment requires as much exposure to the language as possible. You will have the opportunity to complete exercises to help you learn and improve speaking, listening, writing, and reading skills. Plan accordingly and don’t procrastinate.
Required Materials

1) *Promenades*, 3rd edition, by Mitchell and Tano, Vista Higher Learning, 2018. If you purchase on the Vista Higher Learning website, you may choose either the **Access Code for Supersite Plus** which includes the WebSAM (Student Activities Manuel) and the VText or the package that also includes **loose-leaf pages of the textbook**.

The website address is: [http://vistahigherlearning.com/schools/utelpaso](http://vistahigherlearning.com/schools/utelpaso)

The UTEP Bookstore also has a few copies of the package with Loose-leaf pages. *Promenades* will be used for the entire French lower division sequence (1301, 1302, 2301, 2302).

2) Additionally, you should have a spiral binder to take notes and respond to listening activities in our synchronous classes.

**Important note about purchases at the Vista Higher Learning website:**

You will find a choice of 3 different packages. The package for students taking only 1301 and 1302 (ISBN 978-1-61857-117-5) includes loose-leaf pages for Unités 1-7 and 12-month access code for Super Site Plus. Price is $168.00.

The package for students taking all four semesters of lower division French (ISBN 978-1-61857-688-0) includes loose-leaf pages for the entire textbook and 36-month access to the Supersite Plus. It is appropriate for students who will go beyond French 1302. This package is $231.60. The third package is for students taking only FREN 2301 and 2302.

**It is absolutely mandatory to have the course materials and to be enrolled in your instructor’s on-line class at VHL Central by the beginning of the second week of school.** Otherwise, you will be dropped from the course. Emergency textbook loans are available. See [https://loans.utep.edu/](https://loans.utep.edu/) if you have a particular difficulty obtaining your materials, communicate with your professor immediately.

If you order from the website, you should receive your access code immediately and be able to start using the Supersite and the vText.

**Student’s Responsibilities**

- Obtain the course materials and enroll in the instructor’s online course on VHL by the first day of the second week of class.
- Check Blackboard regularly for Weekly Assignment folders that will be posted on Monday by 15hrs
- Check regularly for any communication from the instructor about the course.
- Complete assignments by due dates.
- Communicate with the instructor for any questions or confusion about the course.

**There are additional Student Responsibilities related to the pandemic:**

- Complete self-screening ([screening.utep.edu](https://screening.utep.edu)) prior to every campus visit.
- Complete COVID-19 student training at [https://covidtraining.questionpro.com/](https://covidtraining.questionpro.com/)
- Contact instructor if temporary accommodations due to COVID-19 are needed (i.e. due to positive COVID-19 test, symptoms, or exposure).

**Instructor’s Responsibilities**

- Be available during all virtual office hours.
- Respond to student e-mails within 24 hours M-F
- Provide flexibility for students as necessary due to situations related to COVID-19.
Course Assignments and Grading

Grade Distribution:

100-90% - A  89-80% - B  79-70% - C  69-60% - D

The components of your final grade and their percentage in the final grade are as follows:

- Attendance and Class participation 10%
- VHL Central Online Activities 15%
- Other homework assignments 15%
- Oral Evaluations 20%
- Tests (4) 40%

Comments on components of final grade

Attendance and Class Participation: Our synchronous zoom classes are a required part of our course. Attendance will be taken. As in a face to face class, you may miss two classes without penalty. Beyond those two absences, one point will be deducted from your final grade for each additional absence. Please communicate with me especially regarding absences that are related to COVID-19 in any way. The synchronous classes should be a fun part of your week and very useful to language acquisition, but we also understand personal emergencies in this time. A 10 minute grace period will be given to join the ZOOM room, after that students will not be allowed to join and will count as an absent.

VHL Central Online Activities: Much of your homework will be done on the Vista Higher Learning Supersite. There are vocabulary presentations, culture readings, an ongoing video story and grammar presentations, all accompanied by brief exercises to check for comprehension and allow you to use the language. You will have three opportunities to do each exercise and the highest grade will be recorded. In many cases, there is only one correct answer and for those exercises, you will have immediate feedback. Some of the exercises are teacher graded.

Other homework assignments: There will also be several brief writing assignments that offer you opportunities to make personal use of the structures and vocabulary we are using. These will be uploaded on Blackboard. Upload them as Word documents. Do not write them directly into the “Write Submission” area. It’s easier for your instructor to correct an uploaded document. You may submit a PDF of a handwritten document if absolutely necessary.

There will also be brief readings or videos to watch posted in your Blackboard course.

There are a number of written accents on vowels in French. There are documents in your BB course that explain how to produce these accents on PC or Mac. Your professor will discuss these written accents with you. Choosing French under Tools on Word when you write paragraphs will be very helpful.

Whether you type or handwrite, always double space your writing. Use 12-point type.

Extremely important: Never write a paragraph in English or Spanish and use an online translator to translate it into French. This is plagiarism because you are submitting work that is not your own. Such texts are recognizable because they are just too perfect to be produced by a FREN 1301 student and they use structures and vocabulary beyond the ability of an appropriately placed student. Your grade will actually be significantly penalized (50%) for a
submission that is too perfect or uses vocabulary and structures beyond the scope of what we are studying in class.

Continued use of online translators could be referred to the Dean of Students.

**Oral Evaluations:** The oral evaluation component of your final grade includes several assessments: an ongoing evaluation of performance during the semester; individual interviews with your professor as indicated on the class schedule and some of the activities on VHL.

**Tests:** There will be four equally weighted tests during the semester. No test grade will be dropped. The tests will be issued during the weekend, with 48 hours to finish it. No late submissions will be allowed. Test number 4 will cover all of the material of the semester and take place during Final Exam Week.

**Attendance Policy**

As stated, our synchronous zoom classes are a required part of our course. Attendance will be taken. As in a face to face class, you may miss two of those without penalty. Beyond those two absences, one point will be deducted from your final grade for each additional absence. Be sure to be in contact with your instructor for any difficulties related to attending zoom sessions.

**Technology Requirements**

Course content is delivered via the Internet through the Blackboard learning management system (LMS) and the Vista Higher Learning Supersite for *Promenades*. Ensure that your UTEP e-mail account is working and that you have access to the Web. You may use any of the primary Web browsers—Google Chrome, Firefox, Safari, etc. but Explorer is not recommended. When having technical difficulties, try switching to another browser.

You will need to have access to a computer/laptop, a webcam and a microphone. If you plan to use your phone in this course, download the Blackboard mobile app. Laptops and hot spots are available for students to borrow. Contact the Help Desk for more information. Phone: 915-747-HELP (4357); helpdesk@utep.edu

Check that your computer hardware and software are up-to-date and able to access all parts of the course. If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP’s Microsoft Office Portal. Click the following link for more information about Microsoft Office 365 and follow the instructions.

**IMPORTANT:** If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP Help Desk as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you! Phone: 915-747-HELP (4357); helpdesk@utep.edu

Information for technical requirements for the Vista Higher Learning website can be found at [https://support.vhlcentral.com/hc/en-us/articles/213224788-vhlcentral-Technical-Requirements](https://support.vhlcentral.com/hc/en-us/articles/213224788-vhlcentral-Technical-Requirements) A recent modification enables video and video virtual chats to function on iPhones with iOS 13 and higher.

**Netiquette**
We will be using Discussion Boards and/or blogs in our class to communicate with each other, so a few comments on “Netiquette” are appropriate.

- Always consider audience. Remember that members of the class and the instructor will be reading any postings.
- Respect and courtesy must be provided to classmates and to instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else’s message, address the ideas, not the person. Post only what anyone would comfortably state in a face to face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space. If students wish to do so, they have the ethical obligation to first request the permission of the writer(s).

Guidelines for Participation in our Zoom Class

- Although we cannot require that you turn your video camera on during class, it is much preferred that you do so. Seeing each other helps to create the sense of community that we so badly need in this time of separation due to the pandemic.
- Video cameras must be turned on during individual interviews with your professor.
- On the other hand, it’s better to turn your microphone off when you are not speaking as background noise from homes may interfere with the class.
- Make sure that your name appears on your Zoom screen.

Late Work Policy

You may always complete VHL Supersite assignments late, but they will be automatically penalized by 10 points. No other assignments will be accepted late.

Drop Policy

To drop this class, please contact the Registrar’s Office to initiate the drop process. If you cannot complete this course for whatever reason, please contact me. If you do not, you are at risk of receiving an “F” for the course.

Accommodations

The university is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services.
Scholastic Integrity

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. Academic dishonesty includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as one's own. Collusion involves collaborating with another person to commit any academically dishonest act. **Reminder: In a foreign language class, it is essential to not use online translators for writing submissions. This also constitutes turning in work that is not your own and is considered plagiarism.** Once again, if you use vocabulary or structures that are much more advanced than what is being presented in this course, your instructor will issue a reminder about not using an online translator. Beyond this first reminder, future assignments that appear to have been done using an online translator will receive a grade of 50% and continued use of online translators could be reported by your instructor. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the **Office of Student Conduct and Conflict Resolution (OSCCR)** for possible disciplinary action. To learn more **HOOP: Student Conduct and Discipline.**

French at UTEP

The only way to improve your ability to understand and express yourself in French is by exposing yourself to the language as much as possible. This is a challenge in El Paso and especially in an online course, so regular use of the website is important. Your instructor is also available during virtual office hours to practice French with you. Of course, you will find a wealth of material for language learning on the Web. Your professor can suggest websites and podcasts that are useful to language learners.

The **basic French language sequence at UTEP** is made up of 4 courses – F1301, 1302, 2301 and 2302. Although it is possible to continue to the next level of French if you receive a “D” in your course, it is not at all recommended. If you have difficulty in your French class, please meet with your teacher during office hours.

Liberal Arts students have a language requirement. Check with your Academic Advisor about how many language courses your degree plan requires.

We encourage you to think about a **minor, a major or a double major in French.** The requirement for the minor is four courses beyond F2302. These could include Advanced Composition, Advanced Conversation, Phonetics, and other language and culture courses.

Finally, UTEP encourages all students to take advantage of **study abroad** opportunities – for the summer, a semester or an entire academic year. There are many possibilities in French speaking locations. Some financial aid and scholarship may be available. For more information about Study Abroad, visit the Study Abroad office within the Office of International Programs.

For more information about a French major or minor or about Study Abroad, you may contact the Coordinator for Lower Division French, Mme Nodjimbadem, lindan@utep.edu.
Usually, there is a French tutor available to help students and the **Club français universitaire d’El Paso (French Club)** meets regularly and offers opportunities to increase your knowledge of French language and culture and to meet other French students and perhaps students from France. The tutor and the Club are not available now, but look for these opportunities to resume when we can return to campus!