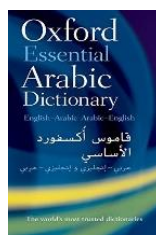




## LEARNING OBJECTIVES

By the end of this course, students will be able to:

- Identify the topic and related information from simple sentences in short informational texts.
- Identify the main idea in short conversations.
- Request and provide information in conversations on familiar topics by creating simple sentences and asking appropriate follow-up questions.
- Interact with others to meet my basic needs in familiar situations by creating simple sentences and asking appropriate follow-up questions.
- Present on familiar and everyday topics, using simple sentences.



## REQUIRED TEXTS

- The required textbook for this course is *Al-Kitaab Part One with Website PB (Lingco): A Textbook for Beginning Arabic 3<sup>rd</sup> Edition, Paperback* ISBN: 9781647121877
- Another essential is an Arabic-English Dictionary, such as *Oxford Essential Arabic*; ISBN-10: 019956115X
- Additional materials may be provided via Blackboard or in class.



## REQUIRED MATERIALS

- Access to UTEP email and course Blackboard
- Adobe Acrobat or Adobe Acrobat PDF Reader
- Microsoft Office Suite or equivalent
- Five-subject notebook with dividers
- FlipGrid Student Account

## ARABIC LAB

You are **required** to complete lab work in addition to our class work and homework. More information will be given in class.

## COURSE ASSESSMENTS

Wajib (Homework) Assignments	50%
Class Participation	10%
Arabic Lab	10%
Quizzes	10%
Mid-term Exam	10%
Cumulative Final Exam	10%

## ONLINE LAB TASKS

Each week, you'll be assigned work that counts as lab work. These lab tasks will vary and may require you to access third party sites, such as Mango Languages or DuoLingo. You may also be assigned lab work from the textbook.

## GRADE DISTRIBUTION

Students can earn a total of 1000 points for the course:

A	B	C	D	F
1000-900	899-800	799-700	699-600	599 and below

## CLASS PARTICIPATION

Coming to class is important. Participation is measured by your attendance and engagement with the in-class activities in our synchronous online classes.

## WAAJIB – HOMEWORK ASSIGNMENTS

You have a homework assignment each week. Each homework assignment consists various types of activities. Many of the assignments will be pulled directly from the textbook and the online companion via the *Al-Kitaab* website. Homework assignments consist of the following:

- Reading and Listening
- Speaking
- Writing

## MID-TERM AND FINAL EXAMS

There are two exams for this class. Each exam will consist of 3 parts: multiple choice, speaking, and writing. Exams will cover all material from the course, including class content and lab content. **Exams are not open book.**

## QUIZZES

At various points in the semester, you'll be tested on the lesson material in short quiz. The quiz might be delivered on Blackboard or during our synchronous online classes through Zoom.

### Typing in Arabic

There are a few ways to type Arabic characters on a computer, but the easiest is to use Arabic Keyboard. Type your words out on the Arabic Keyboard via your browser, then copy and paste into a Word document or a PowerPoint presentation.

<http://www.arabic-keyboard.org/>

For more information on how to set up your computer for Arabic typing [click here](#).

## CLASS AND UNIVERSITY POLICIES

### COURSE DELIVERY

- This course is delivered entirely online through Zoom and Blackboard.
- You must have consistent access to high-speed internet, Blackboard, and other required course platforms online and offline.
- When class is in session, you **must** have your camera on, a working microphone, and the ability to participate in class. Do not multi-task. Students who are not engaged will be removed from virtual class.
- If you need help or have issues securing internet at home, reach out to me and we'll try to solve the issue together.
- Assessments in this class are not open book. Put away all notes, books, and electronic devices during quizzes and tests. Respondus Lockdown Browser will be used for major examinations.

### ARABIC LAB POLICIES

- You must complete at least 1 hour of lab work in the Arabic lab each week.
- When using video or audio to connect with the tutor, make sure your setting, dress, and conduct are professional and appropriate for the academic setting.
- If you schedule a meeting with the tutor, arrive on time and be prepared with your work.
- When conducted online, lab sessions may be recorded.

### ATTENDANCE POLICY

- Attendance is mandatory and calculated by your attendance in our online classes and tracking your weekly engagement with the course blackboard.

- Missing our online class counts as an absence.
- Missing more than 2 assignments in a unit or section counts as an absence.
- After 3 absences (or 6 missed assignments), your final grade will be docked a full letter grade.
- After 4 absences (or 8 missed assignments), you will receive an "F" for the course.
- I reserve the right to drop students from this course due to lack of effort.
- Missing a scheduled lab session or meeting with me counts as an absence.
- If you have an emergency or issue that prevents you from keeping up with your course work, you must let me know. Documentation must be provided within one week after the absence or missed assignment(s) for an excused absence or opportunity to make-up work to be given.

### LATE WORK POLICY

- All assignments have strict due dates which you can find in the course calendar and on the course blackboard.
- Generally speaking, late work is not accepted for any reason. If you have an issue, you must communicate with me before assignments are missed.
- If, in the event your assignment is accepted late, the assignment will be graded at 50% of the total points.

### ACADEMIC INTEGRITY\*\*

The University of Texas at El Paso prides itself on its standards of academic excellence. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, and any act designed to give unfair

advantage to a student or the attempt to commit such acts.

In this class, academic dishonesty includes the use of on-line translation services (i.e: Google Translate) to complete coursework. If I suspect that Google Translate is being used as a primary means of completing assignments, I will introduce measures to monitor student progress, including, but not limited to: using Respondus Lockdown Browser for assignments and tests; check-ins with the Arabic tutor and instructor; and pop quizzes.

#### IMPORTANT:

IF YOU ARE FOUND TO BE CHEATING, COLLUDING, PLAGIARIZING, USING GOOGLE TRANSLATE, OR TAKING CREDIT FOR SOMEONE ELSE'S WORK IN MY CLASS YOU WILL RECEIVE A "0" FOR THE ASSIGNMENT IN QUESTION AND A CASE WILL BE OPENED WITH THE OFFICE OF STUDENT CONDUCT AND CONFLICT RESOLUTION.

### ACCOMMODATIONS

Your success in this class is important to me. We will all need accommodations because we all learn differently. If there are aspects of this course that prevent you from learning or exclude you, please let me know as soon as possible. Together we'll develop strategies to meet both your needs and the requirements of the course. I also encourage you to visit the Center for Accommodations and Support Services (CASS) in room 106, Union East Building or contact them at 747-5148 or [cass@utep.edu](mailto:cass@utep.edu). If you need official accommodations, you have a right to have these met. There are also a range of resources on campus, including the Writing Center, Counseling Center, Military Student Success Center and Academic Advising Center.

### MILITARY STUDENTS

If you are a military student (veteran, dependent, active) please visit the Military Student Success Center. I also recognize the complexities of being a

student veteran. If you are a student veteran, please inform me if you need special accommodations. If you make me aware of a complication related to your military status, I will do everything I can to assist you or put you in contact with university staff who are trained to assist you.

## COURSE CALENDAR

A course calendar for this class is available on Blackboard. There, you will find the due dates for all assignments and readings for this course.

I will give announcements and reminders in class about homework

and assignments, but it is your responsibility to keep track of those dates, too.

Click [here](#) for the UTEP Spring 2022 Academic Calendar.



## EMAIL POLICY

If you send me an email, always include a greeting, your name, and which class you are in.

I check my email daily but please allow a 48-hour period for replies.

Emails sent on weekends will be replied to on the next business day.

**\*Census Day:** I reserve the right to drop students for lack of effort, multiple absences, multiple missed assignments, and missed lab time. If I drop students who fall into these categories **before** Census Day I will determine whether the drop will be an "F" or a "W." Any drops made **after** Census Day will automatically be an "F," regardless of the reason for the drop.

### \*\*Update to Academic Integrity Policies:

All content, resources, exams, quizzes, and answer keys for this course are considered privileged information and should only be used by students registered for the course. No student should distribute, share, or upload these materials to a publicly available platform. Cloud services, storage drives, and any other platform where these digital or printed materials are stored should be **private** and only accessible by the student using them. Uploading and sharing answers to exams, quizzes, and homework assignments is not allowed and is considered colluding and cheating. Copying work from other students' materials is considered plagiarism and is prohibited.

Any student who is found to be distributing course materials, including - but not limited to - exam and quiz answers; assignment answer keys; and the PDF resources made available to students in the course via Blackboard, will be reported to the Office of Student Conflict and Conduct Resolution.

### Class Communication Statement

I have mentioned this already in the earlier parts of the syllabus, but it warrants repetition: I will always communicate with you through Blackboard or through UTEP email. It is extremely important that you check your email daily, especially on days we have class. I do not plan on it, but there may be moments in the semester where I will have to make emergency changes to the class meetings or how the assignments will be completed. I will always communicate these changes through Blackboard and by emailing to your student email (ending in @miners.utep.edu). If you do not have access to Blackboard or to your student email, you need to contact the Help Desk and fix that as soon as possible.

### UTEP COVID-19 Information

Keep up with the latest information about COVID-19 through UTEP's website: <https://www.utep.edu/chs/shc/covid-19-information.html>

**Final Note:** Policies in this syllabus are all subject to change at instructor's discretion. I will notify you in writing if anything in this syllabus is updated.

### Important Dates

January 17th	Spring classes begin
February 1st	Spring Census Day
March 13th- 17th	Spring Break
March 30th	Spring Drop/ Withdrawal Deadline
March 31st	Cesar Chavez Holiday – No Classes
May 4th	Spring – Last day of classes
May 8th -12th	Spring Final Exams

ARAB 2402 – Intermediate Arabic II  
Course Calendar and Assignment Schedule

Date	Blackboard Unit	Textbook & Readings	Homework / Quiz
Week 1 01/17-01/22	Lesson 0 - Review	Review  Buy your textbook and set up your Web Companion access.  Buy your 5-subject notebook!	<i>wajib</i> #1  Due SUNDAY, January 22, 2023 before 12PM
Week 2 01/23-01-29	Lesson 7	Review  <i>Al-Kitaab</i> - Lesson 7	<i>wajib</i> #2  Due SUNDAY, JANUARY 29, 2023 before 12PM
Week 3 01/30-02/05		<i>Al-Kitaab</i> – Lesson 7	Quiz #1  Due Sunday, February 05, 2023 before 12PM
Week 4 02/06-02/12	Lesson 8	<i>Al-Kitaab</i> – Lesson 8	<i>wajib</i> #3  Due Sunday, February 12, 2023 before 12PM
Week 5 02/13-02/19		<i>Al-Kitaab</i> – Lesson 8	<i>wajib</i> #4  Due Sunday, February 19, 2023 before 12PM
Week 6 02/20-02/26	MID-TERM EXAM WEEK		<i>wajib</i> #5  Due Sunday, FEBRUARY 26, 2023 before 12PM
Week 7 02/27-03/05	Lesson 9	<i>Al-Kitaab</i> – Lesson 9	<i>Wajib</i> #6  Due Sunday, March 05, 2023 before 12PM
Week 8 03/06-03/12		<i>Al-Kitaab</i> – Lesson 9	Quiz #2  Due Sunday, March 12, 2023 before 12PM
Week 9 03/13-03/17	SPRING BREAK		



Week 10 03/20-03/26	Lesson 10	<i>Al-Kitaab</i> – Lesson 10	<i>waajib #7</i> Due Sunday, March 26, 2023 before 12PM
Week 11 03/27-04/02		<i>Al-Kitaab</i> – Lesson 10	<i>waajib #8</i> Due Sunday, April 2, 2023 before 12PM
Week 12 04/03-04/09	Lesson 11	<i>Al-Kitaab</i> – Lesson 11	Quiz #3 Due Sunday, April 09, 2023 before 12PM
Week 13 04/10-04/16		<i>Al-Kitaab</i> – Lesson 11	<i>waajib #9</i> Due Sunday, April 16, 2023 before 12PM
Week 14 04/17-04/23	Lesson 12	<i>Al-Kitaab</i> – Lesson 12	<i>waajib #10</i> Due Sunday, April 23, 2023 before 12PM
Week 15 04/24-04/30	Lesson 13	<i>Al-Kitaab</i> – Lesson 13	Quiz #4 Due Sunday, APRIL 30, 2022 before 12PM
Week 16 05/01-05/04	Review		
Week 17 05/08-05/12	FINAL EXAM WEEK		

## Notes

This calendar is subject to change at the instructor's discretion. Any changes made will be delivered verbally (in class) and in writing (on blackboard or via email). I do my best to send out reminders, but it is your responsibility to keep track of assignment due dates and exam dates.

Homework (*waajib*) is due every week. All homework instructions are delivered via Blackboard. You will turn in all your *waajib* assignments via Blackboard, too.