I. COURSE AND CONTACT INFORMATION
Division: Humanities.  CRN: 20313  Room: 912  Days: TR  Time: 10:15 a.m.-12:05 p.m.
Instructor: Glenn Swiadon, Ph. D.  Office: 1309.  MW: 11:00 a.m.-12:30 p.m., TR: 9:00-10:00 a.m.
Email: glenn.swiadon@imperial.edu  Telephone: 760 355 6230.

II. REQUIRED COURSE MATERIALS: Students are required to bring their own textbooks to class.

III. COURSE DESCRIPTION AND PROCEDURES: French 200 is a four-credit course designed to help students to acquire intermediate knowledge of French and Francophone language and culture. It is the third semester course in a four-semester sequence leading to an Associate of Arts degree in French. Successful completion of French 110 or its equivalent is required for enrollment. The course presents intermediate concepts of French and Francophone language and civilization. Students will increase their proficiency in listening, speaking, reading and writing in French. They will study French pronunciation, grammar and syntax in the context of real life situations. Class lectures are followed by practice and discussions. Active participation in French is required of all students. Translation will not be used. Students should plan to dedicate two hours to study outside of class for each class session.

IV. COURSE OBJECTIVES
1. Students will be able to communicate about using computer software and hardware, technology and automobiles.
2. Students will be able to conduct banking and business transactions.
3. Students will be able to give directions and talk about the future.
4. Students will be able to participate in job interviews and discuss professions, negotiations and the workplace.
5. Students will be able to hypothesize about real or eventual past or present events.

V. ASSESSMENT: The course grade is calculated using to the following percentages:
- Homework 15%: Homework is assigned daily to reinforce and assess assimilation of material that has been introduced in class. No credit will be given for assignments handed in late.
- “Supersite” 05%: Work from the “Espaces Supersite” is submitted on line.
- Compositions 10%
- Quizzes 15%: There is normally one quiz per lesson. The lowest quiz score will be dropped. There are no make-up quizzes.
- Midterm 20%; written midterm: April 1. There is no make-up.
- Final exam 25%; written final: June 10. There are no make-ups.
- Participation 10%: The participation grade is given for preparation and performance of in-class activities. A French-only policy is in effect during class. Pay attention in class. For communication to take place, only one person may talk at a time. If you wish to speak, please raise your hand. Please ask any questions you may have (in French).

VI. WRITING GUIDE (for homework, compositions, quizzes and exams): 1. Type or use blue or black ink only. No credit will be given for work written in pencil. 2. Double space. 3. Include name, date and, if appropriate, page and exercise number. 4. Write out complete sentences, even in answer to fill-in questions.

VII. ACCENT MARKS FOR FRENCH WITH MICROSOFT WORD
1. ACCENT AIGU (as in café): Hold down control-key and type an apostrophe (’). Release keys. You will see nothing. Then type an é. You will see ë.
2. ACCENT GRAVE (as in synthèse): Hold down control-key and type a grave accent (‘), under the - (tilde). Release keys. You will see nothing. Then type an é. You will see ë.
3. ACCENT CIRCONFLEXE (as in forêt): Hold down the control-key and type a carat (‘), that is, type CNTRL+SHIFT+6. Release keys. You will see nothing. Then type the vowel (a, e, i, o or u). You will then see â, ê, î, ô or û.
4. CÉDILLE (as in français): Hold down control-key and type a comma (,). Release keys. You will see nothing. Then type a c. You will then see ç.
VIII. ATTENDANCE AND PARTICIPATION: Regular class attendance is essential for success in this course. Therefore, only two absences are permitted without consequences. In the case of additional absences: 1. the participation grade is lowered, for example, from B to B-. 2. A student can be dropped from the class. To excuse an absence, there must be illness or a real emergency and students must submit a written note from a medical doctor, police officer or appropriate authority stating the reason for missing class, including the day and time of the absence. On the day of their return to class, students are responsible for handing in a written justification and any assignments they may have missed. Three late arrivals or early departures count as an absence. A late arrival means a student arrived after his or her name was called by the instructor at the beginning of class. Students who arrive late are responsible for letting the instructor know of their arrival. Students whose schedule conflicts with class hours are urged to take the course another semester. Electronic devices, such as cell phones, earphones, laptops, etc. are not permitted in class. Please turn off and stow them away before class to avoid grades being lowered.

In order not to interrupt during class, students should not get up or leave the room. The bathroom is available before or after class or during the break. Students must inform the instructor if they have an emergency and need to go to the bathroom during class time. No food or drink is permitted in the classroom. Students may eat during the break but must dispose of food or drink before entering the classroom. Water is permitted.

IX. ACADEMIC MISCONDUCT: Students are expected to adhere to the highest standards of academic conduct. Any work submitted for a grade (including homework, compositions, quizzes and exams) must be entirely your own. You are not allowed to share your work with other classmates, copy, get help from other students or do homework with another person. The use of translation software is not permitted. For the first case of academic misconduct, students involved will receive an “F”. For repeat offenses, an “F” will be given on the assignment and students will be referred to the Associate Dean of Students. The Associate Dean will decide if and when to return the student to class and may decide to sanction students with academic probation or expulsion. For further information about student rights and responsibilities, go to (http://www.imperial.edu/index.php?pid=460).

X. SUPERSITE: The “Espaces Supersite” is a website that includes interactive audio-video materials and exercises. To log on to the “Supersite”, students need an access code. The access code is available with the purchase of a new textbook. If you purchase a used textbook, buy the access code at www.vhldirect.com. Once you have an access code, go to www.espaces.vhlcentral.com/ to log on to the “Supersite”. The first time you log on, make sure to enroll in the correct class and section.

Internet access, headphones and a microphone are required to do the exercises. The language lab is equipped with computers and headphones. It is located in the 2600 building and can be reached by phone at 355-6292. “Supersite” assignments are announced only on the “Supersite”. Students must check the “Supersite” daily for new assignments. Completed assignments are submitted automatically. Assignments not completed within two weeks are not given credit. Each assignment should be practiced as many times as possible before submission. Students are expected to spend ½ hours per week on “Supersite” exercises. In the event of a technical problem, they should contact tech support by phone at 800 248 2813 or email at www.support.vhlcentral.com.

XI. DISABILITY: Students with a documented disability of any kind who may need educational accommodations should notify the instructor and the Disabled Student Programs and Services office as soon as possible. The DSPS office is located in the Health Sciences Building, room 2117. The telephone number is 355-6312.

XII. ON-LINE RESOURCES IN FRENCH