

GER4482 Course Syllabus

Instructor

Dr. Diane Richardson

Email

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Office Hours

Mondays & Thursdays, 3-5 pm

every other Tuesday, 5:10-7:05 pm and by appointment

Credit Hours

3

For questions about course content, your grade or other personal issues, use the Canvas mail tool. Expect a response within 24 hours during the work week.

Course Information

This is a fully online course conducted entirely in German. To be successful, students participating in this online course must take initiative in the learning process and work in a timely, effective, and courteous manner each week in the completion of individual and group assignments.

Learning a language is a communicative endeavor and therefore, the course has a reserved time for synchronous online meetings. Students must keep the two periods indicated in the Registrar's course listing page free for meetings with the instructor or to complete group activities. During Fall 2020 that is T | Period 10 - 11 (5:10 PM - 7:05 PM).

This is an advanced three credit 4000-level course that aims at improving your ability to read, speak, understand, and write German. The various assignments, activities, and assessments in this course endeavor to consolidate B2-level proficiency according to the [Common European Framework of Reference for Languages](#). All assignments will be assessed both for intellectual and informational content as well as for an accuracy of communication corresponding to B2 level proficiency.

Course Structure and Goals

This course has three complementary sections (modules) and goals:

- **Module 1:** Familiarization with the critical discussion of the concepts of cultural identity and intercultural competence.

- Understanding of these concepts requires being able to see the degree to which individuals' understanding of themselves and their relations to others are culturally conditioned.
- The readings for this part of the course are in German, however the subject matter of this part of the course is not specific to German-speaking regions, but rather global.
- **Module 2:** Familiarization with historical events that have shaped the shared experiences, beliefs, values, expectations, etc. of people living in the German-speaking world.
 - Linking the theoretical part of the course to more specific discussions pertaining to German-speaking regions.
 - The focus will not be the historical information per se, but the different ways in which history shapes the cultural identities of people living in the German-speaking world today.
- **Module 3:** Familiarization with more current topics, in particular pertaining to multiculturalism in the German-speaking world.
 - Linking the theoretical and historical parts of the course to contemporary topics pertaining to cultural identity in the German-speaking world.
 - Synthesizing all this knowledge to embellish intercultural competence and communication.

Course Requirements

Required textbook

There is no required textbook.

Prerequisites

GER 3401 or the equivalent (subject to instructor approval).

Minimum technology requirements

The University of Florida expects students entering an online program to acquire computer hardware and software appropriate to his or her degree program. Most computers are capable of meeting the following general requirements. A student's computer configuration should include:

- Webcam
- Microphone
- Broadband connection to the Internet and related equipment (Cable/DSL modem)
- Microsoft Office Suite installed (provided by the university)

Individual colleges may have additional requirements or recommendations, which students should review prior to the start of their program: [CLAS requirements](#).

Minimum technical skills

To complete your tasks in this course, you will need a basic understanding of how to operate a computer, and how to use word processing software.

Materials/Supply Fees

There is no supply fee for this course.

Honorlock

Honorlock is an online proctoring service that allows students to take exams on-demand 24/7. There are no scheduling requirements or fees.

You will need a laptop or desktop computer with a webcam, a microphone, and a photo ID. The webcam and microphone can be either integrated or external USB devices.

Honorlock requires that you use the [Google Chrome \(Links to an external site.\)](#) browser; furthermore, the [Honorlock extension \(Links to an external site.\)](#) must be added to Chrome.

For further information, FAQs, and technical support, please visit [Honorlock](#).

Zoom

Zoom is an easy to use video conferencing service available to all UF students, faculty, and staff that allows for meetings of up to 100 participants. We will meet every other week during our regularly scheduled class time via Zoom. To create a productive and positive learning environment for yourself and your classmates, it is imperative that you follow the **same rules of respectful interaction during Zoom classes as you would**

in a face-to-face course. Please review and adhere to the [Accessibility score: High Click to improve Zoom Etiquette Policies Actions](#)

compiled by faculty of the Department of Languages, Literatures, and Cultures.

You can find resources and help using Zoom at <https://ufl.zoom.us>.

Course Policies

1. Participation

GER 4482 is a 3-credit course. You must set aside 9 hours per week for this course. For your language learning and in general, you will find that spending a couple of hours each day will be much more effective than spending 9 hours in one day.

To be successful in this course all students must participate fully in all course activities that are set forth in the module pages each week including bi-weekly Zoom meetings during the time indicated on the Registrar's course listing. Excused absences must be consistent with university policies in the undergraduate catalog which can be found at <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx> ([Links to an external site.](#)) and **require appropriate documentation.**

Requirements for make-up exams, assignments, and other work in this course are consistent with university policies.

As this is an online class, you are responsible for observing all posted due dates, and are encouraged to be self-directed and take responsibility for your learning.

2. Online Translators

When learning a language, using an online translation service can be tempting. However, using translation services or online dictionaries to look up more than a single word or phrase is not acceptable and a form of plagiarism. Instead of abusing the online resources available to you, simplify the complex thoughts you are trying to communicate, use cognates, synonyms, and circumlocution with the words and structures that you know to convey what you are trying to say/write.

Grading Policies

I will make every effort to have each assignment graded and posted within two weeks of the due date.

Course Grading Policy

Assignment	Percentage of Final Grade
Voice Thread Comments	10
Online Discussions	10
Instructor Meetings	10
Individual Reflections	20
Quizzes and Exams	20
Group Projects	30

Course Components:

1. Lesson Topic Pages: Links on the main module pages each week take you to Lesson Topic pages that contain learning resources that will help you prepare for your individual assessments and your Group Activities. Make sure you familiarize yourself closely with the material on the Lesson Topics pages -- and if necessary, do any further research you feel you may need to do independently before proceeding to the individual and Group Activities in a given week.
2. Weekly Introduction: Each week is introduced with a short Voice Thread presentation that will briefly discuss the content of the work in that week and, as needed, place it in the broader context of the course. You will be required to submit an audio comment on each VoiceThread presentation. Information, tutorials and support guides for VoiceThread can be found here: <https://elearning.ufl.edu/supported-services/voicethread/>
3. Perusall: This is a reading intensive course and you will benefit from using Perusall to post your comments and questions about the weekly readings. Your instructor will provide feedback there and you are encouraged to respond to your classmates'

questions and comments as well. You can find more information about Perusall here: <https://support.perusall.com/hc/en-us/categories/360002173133-Students>

4. **Individual Assignments:** You will engage in asynchronous discussions using Canvas discussions to practice your speaking skills. You will submit individual reflections to practice your writing skills. You will receive feedback on the individual reflections and will submit revised versions of some of the reflections.
5. **Group Activities:** Cooperative learning is an essential component in the concept of this course. For each module of the course, you will complete one group project which you will submit as a VoiceThread (or other option if your group prefers) and present during Instructor Meetings.
6. **Instructor Meetings:** You will meet biweekly via Zoom with your instructor during a time frame specified by the registrar's office for the section you are in.
7. **Quizzes and Exams:** There will be one timed quiz and exam per module that may be proctored online using HonorLock and available for a specified time.

Students are responsible to start these tasks at a time that allows them to finish them within their due date and time. Any technical difficulties must have a Help Desk ticket number if you plan to request an extension. The extension request must be submitted within 24 hours of the technical difficulty.

Grading Scale

Percent	Grade	Grade Points
93.0 – 100.0	A	4.00
90.0 – 92.9	A-	3.67
87.0 – 89.9	B+	3.33
83.0 – 86.9	B	3.00
80.0 – 82.9	B-	2.67
77.0 – 79.9	C+	2.33
73.0 – 76.9	C	2.00
70.0 – 72.9	C-	1.67
67.0 – 69.9	D+	1.33

63.0 – 66.9	D	1.00
60.0 – 62.9	D-	0.67
0 – 59.9	E	0.00

See the [current UF grading policies](#) for more information.

UF Policies

University Policy on Accommodating Students with Disabilities:

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc) by providing appropriate documentation. Once registered, students will receive an accommodation letter that must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

University Policy on Academic Conduct:

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Netiquette and Communication Courtesy:

All members of the class are expected to follow [rules of common courtesy](#) in all email messages, threaded discussions, and chats.

Getting Help

Technical Difficulties:

For issues with technical difficulties for Canvas, please contact the UF Help Desk at:

- <http://helpdesk.ufl.edu>
- (352) 392-HELP (4357)
- Walk-in: HUB 132

Any requests for make-ups due to technical issues should be accompanied by the ticket number received from the Help Desk when the problem was reported to them. The ticket number will document the time and date of the problem. You should e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Health and Wellness

- **U Matter, We Care:** If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit umatter.ufl.edu to refer or report a concern and a team member will reach out to the student in distress.
- **Counseling and Wellness Center:** Visit counseling.ufl.edu or call 352-392-1575 for information on crisis services as well as non-crisis services.
- **Student Health Care Center:** Call 352-392-1161 for 24/7 information to help you find the care you need, or visit shcc.ufl.edu.
- **University Police Department:** Visit police.ufl.edu or call 352-392-1111 (or 9-1-1 for emergencies).
- **UF Health Shands Emergency Room/Trauma Center:** For immediate medical care in Gainesville, call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; ufhealth.org/emergency-room-trauma-center.

Academic and Student Support

- **Career Connections Center:** 352-392-1601. Career assistance and counseling services career.ufl.edu/.
- **Library Support:** Various ways to receive assistance with respect to using the libraries or finding resources. cms.uflib.ufl.edu/ask
- **Teaching Center:** 352-392-2010 General study skills and tutoring: teachingcenter.ufl.edu/
- **Writing Studio:** 352-846-1138. Help brainstorming, formatting, and writing papers: writing.ufl.edu/writing-studio/

Course Evaluations

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

Tips for Success

Taking a course online can be a lot of fun! Here are some tips that will help you get the most of this course while taking full advantage of the online format:

- Schedule "class times" for yourself. It is important to do the coursework on time each week. You will receive a reduction in points for work that is turned in late!
- Read ALL of the material contained on this site. There is a lot of helpful information that can save you time and help you meet the objectives of the course.
- Print out the Course Schedule located in the Course Syllabus and check things off as you go.
- Take full advantage of the online discussion boards. Ask for help or clarification of the material if you need it.
- Do not wait to ask questions! Waiting to ask a question might cause you to miss a due date.
- Do your work well before the due dates. Sometimes things happen. If your computer goes down when you are trying to submit an assignment, you'll need time to troubleshoot the problem.
- To be extra safe, back up your work to an external hard drive, thumb drive or through a cloud service.

Privacy and Accessibility Policies

For information about the privacy policies of the tools used in this course, see the links below:

- Instructure (Canvas)
 - [Privacy Policy](#)
 - [Accessibility](#)
- Sonic Foundry (Mediasite Streaming Video Player)
 - [Privacy Policy](#)
 - [Accessibility](#)
- Vimeo
 - [Privacy Policy](#)
 - [Accessibility](#)
- Zoom
 - [Privacy Policy](#)
 - [Accessibility](#)
- YouTube (Google)
 - [Privacy Policy](#)
 - [Accessibility](#)
- Perusall
 - [Privacy Policy](#)
 - [Accessibility](#)
- Microsoft
 - [Privacy Policy](#)
 - [Accessibility](#)
- Adobe
 - [Privacy Policy](#)
 - [Accessibility](#)
- Voice Thread

- [Privacy Policy](#)
- [Accessibility](#)
- Honorlock
 - [Privacy Policy](#)
 - [Accessibility](#)