

Prof. Andrea Pham Office: 343 Pugh Hall Tel: (352) 392-7084, apham@ufl.edu	Class: M - F, 3 rd 9:35 – 10:25, FLI 13 Office hours: M, W, 4 th period 10:40-11:30 or by appointment.
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1. Objectives: This course is designed for students who have completed VTN 1130 Beginning Vietnamese I, or those with the instructor's permission. Students continue to learn how to carry simple conversations in daily life situations and be able to read and write simple paragraphs. Short stories, poems, songs and video clips will be used for reading and listening exercises. Expect to practice your speaking skill through class discussions and group presentations. Writing assignments are weekly. Attendance and participation are mandatory.

2. Textbook and workbook (required)

- a. **Textbook:** Lê Phạm Thuý-Kim & Nguyễn Bích Thuận. 2007. **Let's speak Vietnamese. An introduction to contemporary Vietnamese (LSV)**, 2nd edition 2013. Lê Nguyễn Press. ISBN 978097960153.

Audio files for **vocabulary and dialogues** of 16 chapters in LSV
<http://www.public.asu.edu/~ickpl/lsv/dialogs/index.htm>

Audio files for **Listening Activities** in LSV
<http://www.public.asu.edu/~ickpl/lsv/listening/index.htm>

Audio files for pronunciation practices/drills in Appendix 2- p. 289-303 of LSV
<http://www.public.asu.edu/~ickpl/lsv/pronunciation/index.htm>

Flashcards to help with vocabulary **reviews** for LSV:
<https://quizlet.com/class/1662508/>

b. **Workbook:** Lê Phạm Thuý-Kim. **Workbook Manual** to accompany Let's speak Vietnamese. Lê Nguyễn Press. ISBN 9780979601514.

Audio files of **Listening Activities** in the **Workbook Manual:**

<http://www.public.asu.edu/~ickpl/lsv/wb/index.htm>

You can buy these books from University of Florida Bookstore, or from the author at:
 presslenguyen@gmail.com

Additional materials will be distributed through Canvas in e-learning. **Please check your UF email daily for announcements, hand-outs, assignments, etc.**

c-English dictionary (hard copy, not online dictionary) is strongly recommended.

3. Typing Vietnamese: For the course, you need to be able to type Vietnamese with diacritics for your online submissions. In order to do this, you can either:

- Install Unikey for Windows: <http://unikey.org/>. No software needed for Mac users.

OR

- Go to: <http://gate2home.com/Vietnamese-Keyboard>

Choose Vietnamese, then use the keyboard on the screen to type. Copy the text and paste where you want it to be. It works with all the following fonts: Arial, Arial Unicode MS, Courier, Geneva, Helvetica, Lucia Sans Unicode, Monaco, Verdana, Tahoma, Times and Times New Roman.

4. Evaluation

Homework	15%	60 pts
Class discussions	10%	40 pts
Exams (15% x 2)	30%	120 pts
Quizzes (5% x 5)	25%	100 pts
Group presentations (5%, 15%)	20%	80 pts
<i>Total</i>	100%	400 pts

Students may come to class with different levels of exposure to the language. Evaluation, therefore, will be based on the **progress each student has made during the course.**

Weekly schedule	Topics	Assignments Due
Week 1 6-10/1	Review Vietnamese sounds and orthography.	Tự giới thiệu
Week 2 13-17/1	Ch 11. Things and possession. Locatives, classifiers, <i>cho</i> V/Pre. <i>để, mang/đeo, mang theo</i>	Homework
Week 3 21-24	Ch 12. At the shop. Bargaining, <i>mặc, đội, đeo</i>	Jan 20 Martin Luther King Homework Quiz 1
Week 4 27-31/1	Ch 13. Houses. <i>có</i> to have/there is, <i>bao xa?, mất</i>	Homework
Weeks 5 3-7/2	Ch 13 (cont.)	Homework Quiz 2

Week 6 10-14/2	Ch 14. Transportation. <i>bằng gì?, imperatives, bao giờ chưa?</i>	Homework Quiz 3
Weeks 7 17-21/2	Ch 15 Review 3	Homework
Week 8 24-28/2	Group Presentation 1	Feb 25 Exam 1
Week 9 2-6/3	Spring Break	
Week 10 9-13/3	Ch 16 At the market. <i>mới + V, ai, gì, đâu, cứ + V</i>	Homework Quiz 4
Week 11 16-20/3	Ch 17 At the restaurant, <i>gì, đừng, sao cũng được, mỗi...một</i>	Homework Quiz 5
Weeks 12 23-27/3	Ch 18 Telephone. <i>Xong, có gì/ai/đâu.. không? nhờ</i>	Homework
Week 13 30/3-3/4	Ch 19 At the hotel. <i>đều, nếu, thì</i>	Homework Quiz 6
Week 14 6-10/4	Ch 20 Review 4	
Week 15 13-17/4	Apr 15 Exam 2	
Week 16 20-22/4	Group presentation 2	

General note: Any component of this syllabus may be *modified* during the semester to accommodate pedagogical needs and student progress.

Textbook Bring your textbook and workbook to all classes. If you miss a class, check **with your group members** what was covered in that class.

Quizzes, exams Exams and short quizzes are given during regular class hours. Six quizzes, drop one with the lowest grade. Quizzes are pop-up. *There are no make-up quizzes or exams.* A grade of zero will be assigned to any missed quiz or exam unless you provide **documented medical/emergency reasons**, then the grade for a missing quiz or exam will be prorated at the end of the course.

Homework Expect to spend at least 7-10 hours per week working at home in order to do well. Coming to class well prepared helps you to learn most effectively in the classroom.
You are expected to do daily **homework** assigned from the workbook and extra; some to be submitted, some discussed in class. Always be ready to show your homework when asked. Homework with listening, link for the audio part is

provided above in “Required textbook”. **Late homework will NOT be accepted. Each missing or forgotten homework will reduce 1% of your total homework grade. Every three spelling mistakes will reduce 1 point from your total homework grade.** Heritage students who come to class with richer vocabulary are expected to write longer for written assignments.

If you have difficulty doing your homework or simply want to further challenge yourself, please come to my office, or ask members of your study group.

Group work and Presentation Two to three students will form a study group. Members in each group work together and support one another during the term. **Fridays** are for classroom-group work, with weekly assignments. You will sign in using the attendance sheet.

Group presentation is your verbal test. There are two presentations. The first presentation around midterm is short, about 5 minutes. The second presentation should be up to 10 minutes. The topics can be anything related to what we cover in class, or something you are interested in, with the instructor’s approval. You can use various media to illustrate your presentations, e.g., YouTube video clips, individual blogs, excerpts from newspapers or magazines, etc. You can videotape a part of your presentation; however, some speaking is still required at the presentation.

An **A-presentation** uses only Vietnamese language, simple and correct sentences, select images, videos, etc....to make sure **everyone in class** can understand; applies grammatical points and the vocabulary learned during the term as much as you can; no spelling mistakes, no grammatical mistakes; **every member** in the group shares the responsibility in **the final draft** of the **whole** presentation; can understand and answer questions from the audience. A **B-presentation** uses limited English, some new Vietnamese vocabulary or grammatical structures difficult to understand for non-heritage students, may have some minor grammatical mistakes. A **C-and-below presentation** regularly relies on English for explanations and/or understanding the questions, translates the whole sentences to English, presentation contains spelling mistakes, members in group did not work and help each other (e.g., mistakes in spelling and grammatical construction, or vocabulary use).

Everyone is expected to attend and participate in all presentations because asking questions is the second part of your presentation. Your absences during the days of class presentations, therefore, will affect the grade of your group presentation. All members of the group will receive the same grade.

Students often love group work and presentations. Expect to learn a lot and have fun!

Verbal participation BE VISIBLE and contribute to class discussions. **Ask questions. Offer answers and comments.** Your grade for participation is based on whether you

attend all classes (see attendance policy), **and your participation in class discussions.**

An **A grade** requires the student to be active in daily class discussions, such as commenting and/or asking meaningful questions that contribute to the understanding of the lessons, voluntarily offering answers, or fully participating in group discussions in class. A **B grade** is all of the above, but at a lesser degree. Very little or no participating in class discussions results in a **C-and-below grade** in this category.

Office hours At any moment during the term, if you feel confused about anything, please come to my office. If you cannot make it during office hours, email me a few options and I will find the time to be available for you. Do NOT wait until late in the course to catch up.

Attendance policy and email etiquette

Absences due to illness, special curricular requirements or emergency are excused **only if paper documentation is presented** (e.g., a letter from a doctor/infirmarary/clinic, police report, receipts for car repair, court orders, funeral arrangements, conferences, job interviews, etc.); **emails will not suffice.** Religious holiday and severe weather conditions are excused. “A student should inform the faculty member of the religious observances of his or her faith that will conflict with class attendance, with tests or examinations, or with other class activities prior to the class or occurrence of that test or activity”. You are allowed **two unexcused absences**; having more than two will affect your total grade: deduction of **1%** (4 pts) for each absence without a documented medical reason. **Missing 14 or more classes might result in failing the course.** **Repeated tardiness** will also reduce your grade. In the event you must miss a class, please contact the instructor **prior** to the class meeting and have your absence pre-approved, except for documented emergency.

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

During class time you are required to devote your attention to the activities in the classroom. Please **turn off cell phones. Unless the instructor requests, close laptops before class starts.** If you use class time to do work for other courses, you will be asked to leave.

Emailing is the easiest way to reach me. Emails starting without an addressing term won't be answered. Simply 'Cô Phạm' should be fine.

Grading policy

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Grading scale & GPA equivalents

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E, I, NG, S-U, WF
93-100	90-92	87-89	83-86	80-82	77-79	73-76	70-72	67-69	63-66	60-62	0-59
4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	.67	0

Note: A grade of C– is not a qualifying grade for major, minor, Gen Ed, or College Basic distribution credit.

A grade of C (2.0) or better is required to earn an S. Conversely, a grade of C- or below will earn a grade of U.

FAQs for Minus Grades:

<https://student.ufl.edu/minusgrades.html>

Academic Honesty: UF students are bound by The Honor Pledge “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor 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.”

<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>

Students with disabilities There is no requirement for a student to disclose his or her disability. However, students requesting classroom accommodations must register with the Dean of Students Office and provide documentation to verify the disability: 202 Peabody Hall, Gainesville, FL 32611-5055, (Voice) 352-392-1261, (TDD) 352-392-3008.

<http://registrar.ufl.edu/catalogarchive/0405catalog/student-information/dos.html>

Counseling & Mental Health Resources: Students looking to maintain and improve wellness, or in need of counseling or urgent help should call the on-campus Counseling and Wellness Center (352-392-1575) at 3190 Radio Road, Mon-Fri 8am-5pm. Online services are also available.

“If your friend passes out from substance use or overdose, call 911. Medical Amnesty policy will not punish you or the student in crisis to ensure help is sought for substance-related emergencies.”

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/uf-students>

UF Policy on Online 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/>.”