GER1131 Course Syllabus

Instructor multiple

Phone Number

Email

Office Location:

Course Credit Hours 5 - Note: This course meets in person in the assigned classroom **Monday through Thursday.** There is **no in-person session on Fridays**; students will submit online tasks as detailed below **every Friday by 11:59pm**.

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 (M-F) during regular business hours. Please allow for extra time for questions sent over the weekend.

Land Acknowledgement

A Land Acknowledgement is a formal statement that recognizes and respects Indigenous Peoples as traditional stewards of this land and the enduring relationship that exists between Indigenous Peoples and their traditional territories. In particular, the University of Florida resides on land of the Timucua people and the Seminole Tribe of Florida. It is important to understand the long-standing history that has brought us to reside on the land, and to seek to understand our place within that history. Land acknowledgements do not exist in a past tense, or historical context: colonialism is a current ongoing process, and we need to build our mindfulness of our present participation. It is also worth noting that acknowledging the land is Indigenous protocol. For more information, visit http://www.lspirg.org/knowtheland (Links zu einer externen Website)

Course Information

GER 1131 (Beginning German II) is the second course of the beginning German sequence. It concentrates on development of overall skill in language (speaking, listening, reading, writing, vocabulary, grammar) and cultural knowledge. The students will continue to learn grammar in the context of a variety of topics/issues that allow them to connect and compare their own cultural environment with that of their peers in German-speaking countries and regions.

Course Placement

- Prerequisite: GER 1130 or the equivalent.
- **If you have some previous experience learning German** in High School or other institution and are unsure about your placement in this course, please contact the

Undergraduate Coordinator for German ([Dr. Will Hasty (Links zu einer externen Website)](#)) to enroll in the appropriate German language course.

Course Objectives

By the end of the semester, students can talk about occupations, jobs and services; they will be able to navigate German cities, search for apartments, book train tickets and order food at a restaurant. They will speak about transportation, the environment, and future plans; they will talk about cultural traditions pertaining to food, meals and other events. Finally, students will discuss childhood and youth as well as the financial situation for students. The course aims to bring students who successfully complete it to the A2 level on the Common European Framework of Reference for Languages.

Course Requirements

Required textbook and software

- *Kontakte* **9th edition** eBook by Tschirner et al. from McGraw-Hill

  through [UFALLACCESS](#)   [UFALLACCESS herunterladen](#)
  - o Note: *Kontakte* will be used for GER 2200. Some students find it helpful to have a printed version of the textbook, which is available at additional cost as a loose-leaf.

- Connect (McGraw-Hill): GER1131 sections are participating in the UF All Access program.
  - o Students will have the option to "opt-in" to Connect access for a reduced price and pay for these materials through their student account. Opting-in by following the instructions provided will provide the most affordable option.
  - o Please await instructions for when you will be able to purchase the required Connect access. The opt-in portal should be available a few days before start of term.
  - o Note: McGraw-Hill offers a two-week free trial of Connect.
  - o Whenever you encounter issues with Connect, please always **first contact [McGraw-Hill Customer Service and Technical Support (Links zu einer externen Website)](#).**

Recommended materials

- *English Grammar for Students of German* by Zorach et al. from Olivia & Hill Press (ISBN-13: 978-0934034388 / ISBN-10: 0934034389)

Minimum technology requirements

The following is the official UF policy on the student computer requirement: "Access to and on-going use of a computer is required for all students." Please review all recommendations and requirements:

- UF Computing requirements: [https://it.ufl.edu/policies/student-computing-requirements/ (Links zu einer externen Website)](https://it.ufl.edu/policies/student-computing-requirements/)
- College of Liberal Arts and Sciences computing requirements: [https://it.clas.ufl.edu/policies/student-computer-requirement/ (Links zu einer externen Website)](https://it.clas.ufl.edu/policies/student-computer-requirement/)

Please be aware of the Academic Technology and Learning Spaces available to you at the libraries and in other places across campus: [https://labs.at.ufl.edu/locations/ (Links zu einer externen Website)](https://labs.at.ufl.edu/locations/)

You **must have access to the eBook and the Canvas site during in person class**. A **cell phone is not a recommended device** for viewing the eBook.

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.

Course Policies

1. Classroom Etiquette

To create a productive and positive learning environment for yourself and your classmates, please abide by some **general rules of respectful interaction during classes, including:**

- Staying informed about and adhering to current UF Health Guidance, which is updated here: [https://coronavirus.ufl.edu/health-guidance/ (Links zu einer externen Website)](https://coronavirus.ufl.edu/health-guidance/)
    - This currently includes the expectation that **everyone** will wear face coverings in **all** UF facilities, ideally N95 or KN95 masks.
- Raising your hand when you would like to contribute or have questions;
- Refraining from eating food during class;
- Refraining from using electronic devices other than to view your eBook/course materials or for tasks as specified by the instructor.
- Adhering to the Netiquette Guidelines for online and in-person communication and discussion

2. Addressing Each Other, Names and Personal Pronouns

German is a formal language, and it is common practice for students to address instructors and instructors to address students with the formal you (*Sie*). Students can use the informal you (*du*) amongst each other. Students should not address instructors with "*du*" or their first name unless it is offered. If an instructor has a title (e.g., Dr.), it should be used when addressing them in spoken and written correspondence. Please

communicate with your instructor if you would like to be addressed by a name other than that provided through the registrar. If there is a pronoun that you prefer for English communication, please inform your instructor.

Please be aware that German is a gendered language, meaning that all nouns are designated as masculine, feminine or neuter. There are options for making some nouns that refer to people more inclusive, and gender-inclusive pronouns exist, although they are still rarely used in German. In our course, we will use first names when speaking about each other in the third person instead of pronouns, and the term "die Person / diese Person", e.g. "Diese Person heißt Diane. Dianes Lieblingsfarbe ist Blau." ("This person is called Diane. Diane's favorite color is blue.") (Links zu einer externen Website)

3. Attendance and Participation

Becoming familiar with a language requires extensive, repeated exposure to that language. For this reason, **attendance is essential** in this class, and is considered mandatory. 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 zu einer externen Website)and **require appropriate documentation,** such as a Verification of Visit Form from the UF Student Health Care Center (SHCC).
If there are extenuating circumstances that will result in extended absences, it is your responsibility to submit documentation promptly and to contact the DRC (Links zu einer externen Website) and/or DSO. (Links zu einer externen Website)

A penalty will be imposed for excessive unexcused absences:

- After **4 hours of class time missed**, **1% per unexcused absence is deducted** from your overall course grade.
- **Be advised that attending class is not the same as participating.** Your instructor will not only record your attendance, but also make note of how well and how much you participate in classroom activities and respond to questions.
- **Repeatedly being unprepared to answer or take part in activities** will result in a reduction of your participation grade, which will be awarded according to the criteria found on the handout provided to you and posted on Canvas.
- **Excessive, consistent tardiness or arriving more than 5 minutes late on 3 occasions** will **count as one missed class**.

Students experiencing difficulties that interfere with class attendance/performance are encouraged to speak with their instructor immediately or contact a team member at https://umatter.ufl.edu/ (Links zu einer externen Website)

- In general, there are **no make-up tests** except in the case of an excused absence as outlined above. Appropriate documentation must be submitted promptly for consideration. This policy is strictly enforced; therefore, please do not schedule appointments of any kind for the days of tests.

4. Classroom and Study Approach

We teach our classes primarily **in German**. Communicative contexts and grammatical guides are introduced in class through a variety of activities; acquisition is reinforced by interactive use of new structures and vocabulary. **Daily attendance, thorough preparation outside of class, and participation in class are of utmost importance.** Students normally spend <u>two</u> **hours working outside of class (previewing and reviewing)** for each hour in class to keep up with the pace of the course. It is best to **work often for** short periods of time on a **daily, regular basis**. To actively participate in class and be prepared for exams and other tasks, it is imperative that you:

- <u>Preview</u> the topics of the day listed on the course plan <u>**prior to coming to class**</u>, including vocabulary and grammar topics (Blaue Seiten) in the textbook as well as the corresponding homework exercises (Übungen) – to be completed on Connect (3 attempts).
- <u>Review</u> the content that was covered after each class, complete the corresponding **electronic workbook/lab manual (eWBLM)** homework on Connect (3 attempts), and listen to any of the audio and video segments that accompany the textbook for further listening practice.

Regularly making a serious effort in **preparing daily for class** as well as completing the eWBLM exercises throughout the semester will provide the best preparation for the tests and other tasks. You are responsible for observing all posted due dates, and are encouraged to be self-directed and take responsibility for your learning.

5. Online Translators

When learning a language, using an online translation service can be tempting. Only do so in a **responsible and ethical** manner, e.g., to look up individual words, grammatical gender, spelling or verb conjugation. **Blindly trusting and using translation services or online dictionaries to write an entire text is not acceptable** and a form of **plagiarism**. Instead of abusing the online resources available to you:

- refer to your **instructor**, materials provided by your instructor and the **textbook**;
- **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.

When beginning language learners use advanced vocabulary and structures that have not yet been introduced in homework, such as writing or speaking tasks, it is a clear indicator that they have either relied on an online translator or a more advanced speaker of the language. **Both are forms of cheating and will not be tolerated.**

Grading Policies

Your instructor 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
Participation	10%
Homework – Textbook	10%
Homework – eWBLM	10%
Speaking tasks (5)	10%
Writing tasks (5)	10%
Online tasks	20%
Chapter tests (5)	25%
Final reflection	5%
Total	100%

Homework

In general, we will spend three weeks per chapter 5-9 of *Kontakte*. Homework will be assigned on Canvas or Connect and should be completed on a **daily, regular basis** to better **prepare yourself for in-class participation**.

- **Textbook: Vor dem Unterricht (before class)** – these are the homework tasks that correspond
to the pages in the textbook, *Kontakte*, about grammatical structures. You will complete these
tasks on Connect in preparation of each class period as noted on the detailed **Kursplan** (course
schedule).
- **eWBLM: Nach dem Unterricht (after class)** – these are the homework tasks found in the
eWBLM (eWorkbook Lab Manual), or Connect. You will complete these tasks after each class
period as noted on the detailed Kursplan.
- **Speaking tasks:** You will submit various speaking tasks on topics pertaining to the
content of the course. Tasks will be announced in class and submitted on Canvas or

Connect. They will be open and available for 24 hours, according to the detailed Kursplan. Some partner speaking/interview tasks may require video conferencing, such as with Zoom. You can find resources and help using Zoom at [https://ufl.zoom.us (Links zu einer externen Website)](https://ufl.zoom.us).

- **Writing tasks:** You will submit various writing tasks on topics pertaining to the content of the course. Tasks will be announced in class and submitted on Canvas. They will be open and available for 24 hours, according to the detailed Kursplan.
- **Online tasks:** In addition to the speaking and writing tasks, you will submit various online tasks each **Friday by 11:59PM** instead of attending class in person. These tasks will vary and be submitted on Connect or Canvas. They will be open and available for 24 hours, according to the detailed Kursplan.

Any homework submitted after the due date **will not be accepted for full credit** without appropriate documentation. It is your responsibility to **promptly submit documentation** and speak with your instructor **prior to a deadline** if there is a justifiable reason why you may not be able to complete the task on time.

You may not use any unauthorized aids on any homework, including online translators, assistance from more advanced speakers of the language other than your instructor, etc. Using unauthorized aids is a violation of UF's Honor Code. For more information on types of academic violations and the process should one be charged with committing an academic violation, see [https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/ (Links zu einer externen Website)](https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/).

In addition to the graded homework, optional tasks available on Connect include:

- Pronunciation & orthography tasks
- Chapter reviews with Adaptive Learning Assignments (previously known as LearnSmart)

Chapter Tests

Chapter tests will allow you to demonstrate your skills in familiar ways if you attend class regularly and take your Connect homework seriously. Each chapter test will generally consist of (1) listening and (2) reading comprehension exercises; (3) culture, vocabulary and grammar sections; and (4) brief writing tasks.

Final reflection

There is no final exam in this course - instead we will end the semester with a "Märchenstunde" and final reflection. More information will be announced in class, well in advance of the due date.

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 (Links zu einer externen Website) for more information. Please be aware that a **C is required to pass** GER 1131. This is in accordance with the CLAS Foreign Language Requirement policy, which is posted here: https://www.advising.ufl.edu/academicinfo/clas-foreign-language-requirement/ (Links zu einer externen Website)

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, https://disability.ufl.edu/ (Links zu einer externen Website)) 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/ (Links zu einer externen Website)) 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 of this class.

When beginning language learners use advanced vocabulary and structures that have not yet been introduced, it is a clear indicator that they have either relied on an online translator or a more advanced speaker of the language. **Both are forms of cheating and will not be tolerated.**

Netiquette and Communication Courtesy:

All members of the class are expected to follow rules of common courtesy (Links zu einer externen Website) in all email messages, threaded discussions, and chats. These rules also apply to in person communication and in class discussion.

Getting Help

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 (Links zu einer externen Website) 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 (Links zu einer externen Website) 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 (Links zu einer externen Website).
- **University Police Department**: Visit police.ufl.edu (Links zu einer externen Website) 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 (Links zu einer externen Website).

Technical Difficulties:

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

- http://helpdesk.ufl.edu (Links zu einer externen Website)
- (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.

Academic and Student Support

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

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/ (Links zu einer externen Website). 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/ (Links zu einer externen Website). Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/ (Links zu einer externen Website).

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
  - AccessibilityLinks zu einer externen Website
- Sonic Foundry (Mediasite Streaming Video Player)
  - Privacy Policy (Links zu einer externen Website)
  - Accessibility (Links zu einer externen Website)
- Zoom
  - Privacy Policy (Links zu einer externen Website)
  - Accessibility (Links zu einer externen Website)
- YouTube (Google)

  - Privacy Policy (Links zu einer externen Website)

- - Accessibility (Links zu einer externen Website)
- Microsoft
  - Privacy Policy (Links zu einer externen Website)
  - Accessibility (Links zu einer externen Website)
- Adobe
  - Privacy Policy (Links zu einer externen Website)
  - Accessibility (Links zu einer externen Website)
- McGraw Hill Connect
  - Privacy Policy (Links zu einer externen Website)
  - Accessibility