

Prof. Andrea Pham Office: 343 Pugh Hall Tel: (352) 392-7084, apham@ufl.edu	Class: M - F, 3 <sup>rd</sup> 9:35 – 10:25, <b>MAT 118</b> Office hours: M, W, 4 <sup>th</sup> period 10:40-11:30 or by appointment.
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**1. Objectives:** This course is designed for who have completed VTN 1130 Beginning Vietnamese I, or with the instructor's permission. The course continues to provide a foundation for learning the basics of Vietnamese. Students will learn how to carry simple conversations in daily life situations, be able to read and write simple paragraphs, be introduced to various written styles through short stories, poems, newspapers, and blogs. Songs and video clips will be used for 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)**, 2<sup>nd</sup> 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 order directly with the author thru emailing: [presslenguyen@gmail.com](mailto: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- **Dictionary** (hard copy) is strongly recommended for your homework.

**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.

<b>4. Evaluation:</b>	Homework	60	15%
	Class participation	60	15%
	Exams (15% x 2)	120	30%
	Quizzes (5% x 4)	80	20%
	Group presentation	60	15%
	Questions at group presentation (5%)	20	5%
	<i>Total</i>	<i>400 pts</i>	

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
Weeks 1 4-6/1	Review Vietnamese sounds and orthography.	Tự giới thiệu
Week 2 9-13/1	Ch 11. Things and possession. Locatives, classifiers, <i>cho</i> V/Pre.	Homework
Week 3 16-20/1	Ch 12. At the shop. Bargaining, <i>để</i> , <i>mặc/đội/đeo</i>	<b>Jan 16 Martin Luther King</b> Homework <b>Quiz 1</b>
Week 4 23-27/1	Ch 13. Houses. <i>có</i> to have/there is, <i>bao xa?</i> , <i>mất</i>	Homework
Week 5 30/1 – 3/2	Ch 13 (cont.)	Homework <b>Quiz 2</b>

Weeks 6 6-10/2	Ch 14. Transportation. <i>bằng gì?, imperatives, bao giờ chưa?</i>	Homework
Week 7 13-17/2	Ch 15 Review 3	Homework <b>Exam 1 Feb 16</b>
Weeks 8 20-24/2	Ch 16 At the market. <i>mới + V, ai, gì, đâu, cứ + V</i>	Homework
Week 9 27/2 – 3/3	Ch 17 At the restaurant, <i>gì, đừng, sao cũng được, mỗi...một</i>	Homework <b>Quiz 3</b>
Week 10 6-10/3	<b>Spring Break</b>	
Week 11 13-17/3	Ch 18 Telephone. <i>Xong, có gì/ai/đâu.. không? nhờ</i>	Homework <b>Quiz 4</b>
Weeks 12 20-24/3	Ch 19 At the hotel. <i>đều, nếu, thì</i>	Homework
Week 13 27-31/3	TBA	
Week 14 3-7/4	Ch 20 Review 4 Exam 2	<b>Apr 6 Exam 2</b>
Week 15 10-14/4	Group Presentations	
Week 16 17-19	Group presentations	

**General note:** Any component of this syllabus may be *modified* during the semester to accommodate pedagogical need 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, and ask for their class notes.

*Quizzes, exams, homework* Exams and short quizzes are given during regular class hours. Quizzes are pop up. *There are no make-up quizzes or exams.* Every **two to three spelling mistakes** reduces **1 point** from the total grade of the quiz or exam. 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.

Late homework will NOT be accepted. Each **missing homework** reduces **10%** of your total grade for homework (6/60 pts). Spelling mistakes will be recorded (grammatical mistakes won't). Every **two spelling mistakes** reduces **1 point** from the total of 60 pts.

If you have difficulty doing your homework, seek help – either come to my office, or ask members of your study group. Don't struggle alone.

*Group work and Presentation* Three to four students form a study group. Members in each group work together and support one another during the term. **Fridays** are for conversational group practice in classroom. Skits will be occasionally assigned. You will sign in using the attendance sheet.

At the end of the term each group will give a **15 minute presentation**. The topic 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 for your presentation, e.g., YouTube video clips, individual blogs, excerpts from newspapers or magazines, etc. Be creative.

An **A-presentation** uses only Vietnamese language, simple and correct sentences, uses anything necessary to make sure **everyone in class** can understand; video clips are shown briefly, not to take too much of the presentation time; applies grammatical points and the vocabulary learned during the term as much as you can; no *spelling mistakes* on the screen text, no *major grammatical mistakes* in the verbal presentation; **every member** in the group shares the responsibility in **the final draft** of the **whole** presentation, understands and answers questions from the audience; **speaking** instead of reading a script, scanning over bullet points is fine. A **B-presentation** needs to use English from time to time; uses new Vietnamese vocabulary or grammatical structures that make it difficult to understand for non-heritage students; a few spelling mistakes; makes statements about something based on open access sources without checking for correctness; very few major grammatical mistakes; some members more or less rely on the script for the presentation. A **C-and-below presentation** regularly relies on English for explanations and answering, translates the whole sentences to English, contains spelling mistakes, members in group did not work and help each other (e.g., mistakes in spelling and grammatical construction, or vocabulary use). Don't often understand questions in Vietnamese and have to check the question using English before answering. Some members just read a script.

Everyone is expected to attend and participate in all presentations. Asking meaningful questions (and not to repeat questions from others) is **your personal score (5%)** and NOT included in the group presentation grade. If you do not ask questions during group presentations, you don't get any point for this category.

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

*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 how active you are in class discussions.**

Participation grade is categorical. A **60 point grade** (100% of total) requires the student to be active **every day** in 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 **50 point grade** (83%) is all of the above, but at a lesser degree, inactive some days. Very little participating in class discussions results in **40 points** (67%). No participating in class discussions results in a **20 point grade** (33%) in this category.

**Office hours** At any moment during the term, if you feel confused or behind, please come to my office to get help right away. If you cannot make it during office hours, email me a few options and I will arrange a meeting with you. Do NOT wait until late in the course to catch up. No ‘extra work’ to improve your grades will be given.

Being successful in language learning relies on hard working and repetition, not smartness. Give it **at least** an hour at home for every hour in class.

### 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/infirmar/clinic, police report, receipts for car repair, court orders, funeral arrangements, conferences, job interviews, etc.); **emails will not suffice**. You are allowed **two unexcused absences**; after that, each unexcused absence reduces **1 %** (4/400 pts) from your total grade. **Missing 14 or more classes might result in failing the course**. **Repeated tardiness** will also reduce your grade. In the event you must miss class, please contact the instructor **prior** to the class meeting and have your absence pre-approved, except for documented emergency.

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*”.

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

During class time 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, or with a ‘Hey’ won’t be answered. ‘Cô Phạm’ would do.

### 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>

**Online Course Evaluations:** <https://evaluations.ufl.edu>