

# GER 1130 Course Syllabus

**Instructor** multiple

**Phone Number**

**Email**

**Office Location**

**Course Credit Hours**

5

## Land Acknowledgement

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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 you to reside on the land, and to seek to understand your 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>

## Course Information

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GER 1130 (Beginning German I) is a five-credit course for beginning learners of German with **no prior experience** learning German. The course concentrates on development of overall skill in German language (speaking, listening, reading, writing, vocabulary, grammar) and cultural knowledge.

## Course Placement

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- **No previous experience in German?** GER 1130 is the correct course.
- **Some previous experience learning German** in High School or other institution? Contact the Undergraduate Coordinator ([Dr. Will Hasty](#)) to enroll in the appropriate German language course.

## Course Objectives

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By the end of this course, students will be able to communicate in basic spoken and written German. Through daily homework, portfolio tasks, quizzes, and tests, students will learn to describe themselves and others, discuss their likes and dislikes, talk about cultural topics, and explain simple present and past events in German. Students who successfully complete the course will be at the A1 level on the Common European Framework of Reference for Languages.

## Course Requirements

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### Required textbook and software

- *Kontakte* 9th edition eBook by Tschirner et al. from McGraw-Hill through [UFALLACCESS](#)
  - Note: McGraw-Hill offers a two-week free trial of the eBook and Connect.
  - Note: This textbook will be used in GER1131 and GER2200.

- Note: 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): GER1130 sections are participating in the UF All Access program.
  - Students can “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.
  - 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.
  - Whenever you encounter issues with Connect, please always **first contact [McGraw-Hill Customer Service and Technical Support](#)** .

## 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/>
- College of Liberal Arts and Sciences computing requirements: <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/>

Computers are also available for individual study in the Language Studio: <https://language-studio.clas.ufl.edu/>

## 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

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### 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/>
  - This currently includes the expectation that **everyone** will wear face coverings in **all** UF facilities.
- 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.

## 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.")

## 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> 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](#) and/or [DSO](#).

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/>

- In general, there are **no make-up quizzes, tests or exams**. This policy is strictly enforced; therefore, please do not schedule appointments of any kind for the days of quizzes, tests or exams. Medical emergencies will be handled on a case by case basis but **require appropriate documentation** to be submitted promptly for consideration.

## 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 **two 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:

- **Preview** the topics of the day listed on the course plan **prior to coming to class**, including vocabulary and grammar topics in the textbook as well as the corresponding homework exercises (**Übungen**) – to be completed on Connect (3 attempts).
- **Review** 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.

There is a pronunciation & orthography program included with the eWBLM, which was designed to enhance your speaking and writing skills. 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

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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%
Quizzes (4)	10%
Writing tasks (4)	20%

<b>Assignment</b>	<b>Percentage of Final Grade</b>
Speaking tasks (6)	10%
Chapter tests (4)	20%
Final presentation	10%
Total	100%

### Homework and Portfolio Tasks

In this course, we will cover the two introductory chapters and chapters 1-4 of *Kontakte*, as well as some supplemental materials. In general, we will spend three weeks per chapter, except for the two introductory chapters (one week each). A detailed course schedule with daily topics and assignments is provided separately on Canvas. Homework will be assigned on Connect and should be completed on a **daily, regular basis** to better **prepare yourself for in-class participation**.

- **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).
- **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 (course schedule).

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>. In addition to the graded homework, pronunciation & orthography tasks are available on Connect as well as LearnSmart tasks, which are a good review of course content and preparation for quizzes and tests.

For each chapter, there will be various written or oral tasks corresponding to themes of the chapter. These will be announced and submitted on Canvas. Any homework or portfolio tasks submitted after the due date will not be accepted for full credit without appropriate documentation. It is your responsibility to promptly submit documentation.

### Quizzes and Tests

Quizzes and tests will test your skills in familiar ways if you attend class regularly and take your Connect homework seriously. Remember that **learning a language is always comprehensive**, so it is important that you **continuously review all content, vocabulary and grammatical structures** in all chapters.

- **Quizzes and tests** will generally consist of (1) listening and (2) reading comprehension exercises; (3) culture, vocabulary and grammar sections; and (4) brief writing tasks.

There is **no final exam** in this course - instead we will end the semester with **final projects/presentations**. More information will be announced in class, well in advance of the due date.

### **Grading Scale**

<b>Percent</b>	<b>Grade</b>	<b>Grade Points</b>
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

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### 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](http://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:

You may not use any aids on quizzes or tests, including your textbook, class notes, assistance from other people, online materials, 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/>.

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 of 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

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### 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](mailto:umatter@ufl.edu), 352-392-1575, or visit [umatter.ufl.edu](http://umatter.ufl.edu) ([Links to an external site.](#)) 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](http://counseling.ufl.edu) ([Links to an external site.](#)) 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](http://shcc.ufl.edu) ([Links to an external site.](#)).
- **University Police Department:** Visit [police.ufl.edu](http://police.ufl.edu) ([Links to an external site.](#)) 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](http://ufhealth.org/emergency-room-trauma-center) ([Links to an external site.](#)).

## Academic and Student Support

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

## Course Evaluations

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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 to an external site.](#)). 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 to an external site.](#)). Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/> ([Links to an external site.](#)).

## Privacy and Accessibility Policies

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

- Instructure (Canvas)
  - [Privacy Policy](#)
  - [AccessibilityLinks to an external site.](#)
- Sonic Foundry (Mediasite Streaming Video Player)
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility \(Links to an external site.\)](#)

- Zoom
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility \(Links to an external site.\)](#)
- YouTube (Google)
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility \(Links to an external site.\)](#)
- Microsoft
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility \(Links to an external site.\)](#)
- Adobe
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility \(Links to an external site.\)](#)
- Voice Thread
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility \(Links to an external site.\)](#)
- Vimeo
  - [Privacy Policy \(Links to an external site.\)](#)
  - [Accessibility](#)