

Prof. Andrea Pham apham@ufl.edu 343 Pugh Hall (352)392-7084	Class: M - F , 10 th 5:10 – 6:00pm, MAT 103 Office hours: T, R 8 th 3:00 – 3:50pm or zoom only by appointment.
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This course is a five-credit, face-to-face class. Prerequisites: none. Office hours are **in person**, on Tuesdays and Thursdays 3-3:50pm, and virtual by appointment. Zoom link for T and F at 3:30pm. No passcode <https://ufl.zoom.us/j/92014593869>

You can email me apham@ufl.edu or directly on Canvas anytime during the term with any questions, concerns, or comments. Check the course on Canvas daily. Please always address the teacher in the email with an addressing term (Dr. Pham or Cô Pham would do).

1. Course description

The course is designed for absolute beginners of Vietnamese or learners with limited Vietnamese language skills. You will learn basic sentence structures and rudimentary vocabulary, and work on all four language skills: listening, speaking, reading and writing.

The first few weeks focus on pronunciation. Authentic and near authentic Vietnamese materials will be used for reading, writing and listening exercises. Practice your speaking skill in class and group discussions. Written assignments include weekly homework, short quizzes, and exams. Verbal assessment is your presentations. Attendance is mandatory.

If some day you have a problem with the internet connection and cannot sign in for class, you can ask for notes from your study group, or sign in during office hours for help.

Course Learning Goals

By the end of the course, students will be able to

- understand simple conversations using basic vocabulary and sentence structures
- answer questions about self and others with basic information
- read and write simple sentences and paragraphs

Specifically: the student can

- greet others and introduce yourself with basic information (name, birthplace, years and field of study, occupation, nationality, hobbies, contact information, family, character, and appearance)
- talk about daily routines, schedules
- form a question using question words 'what, which, who, where, when, how, why?' tag questions and yes-no questions, and reply using various aspectual modes (done or still doing, etc.)
- talk about a past, current, or future event or plan

2. Textbook and workbook (required). *Additional materials* will be distributed through Canvas.

Order textbook and workbook manual: presslenguyen@gmail.com

A. Textbook: Let's speak Vietnamese (LSV). An introduction to contemporary Vietnamese, 4th edition 2021 by Lê Phạm Thuý-Kim & Nguyễn Bích Thuận. Lê Nguyễn Press. ISBN 978-0-9796015-7-6.

The general page for LSV:

<https://presslenguyen.wixsite.com/lenguyenpress/lsv-learningtools>

Chapter 1 is available for download:

https://83f40804-2b6c-484d-91e7-6e0266afd015.filesusr.com/ugd/2310e2_cc311440147e493c94d206593f6f370b.pdf

The exercises in workbook for Chapter 1:

https://83f40804-2b6c-484d-91e7-6e0266afd015.filesusr.com/ugd/2310e2_5db472e2746b496f9bb33c3e7353091a.pdf

Audio files (vocabulary and dialogs) **for 16 chapters** (only the first 8 chapters are covered in Fall 22):

<https://presslenguyen.wixsite.com/lenguyenpress/letspeakvietnamese>

Audio files for **Listening Activities in LSV**

<https://presslenguyen.wixsite.com/lenguyenpress/lsv-listening>

B. Workbook Manual to accompany Let's speak Vietnamese. Lê Nguyễn Press. ISBN 9780979601514.

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

<https://presslenguyen.wixsite.com/lenguyenpress/wb-listen>

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

3. Typing Vietnamese:

<https://yourvietnamese.com/learn-vietnamese/type-vietnamese/>

<http://gate2home.com/Vietnamese-Keybord>

Choose Vietnamese, then use the keyboard on the screen to type. Copy the text and paste it where you want it to be.

If you use a smartphone, you only need to turn on “Vietnamese” for the language (besides English).

4. Evaluation:

6 short essays	60 pts	15%
6 Homework	60 pts	15%
Exams (15% x 2)	120 pts	30%
5 Quizzes (5% x 5)	100 pts	25%
Two presentations (5%, 10%)	60 pts	15%
Total	400 pts	100%
Conditioned extra credit	Up to 20 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**. The conditioned extra credit is given to those who normally don't miss homework, assignments, etc. The student can do an extra presentation to earn this credit.

5. Weekly schedule

	Topics	Assignments Due
Weeks 1 Aug 24-26	Vietnamese orthography. Tones, consonants and vowels	Practice tones, vowels and consonants. Practice typing Vietnamese
Week 2 Aug 29-Sept 2	Chapter 1 Meeting people	Greetings and name, Introduce people, nationality. HW 1
Week 3 Sept 6-9	Chapter 1 (cont.) Meeting people	Sept 5 Labor Day Tag questions, Self-introduction Essay 1
Week 4 Sept 12-16	Chapter 2 Personal information	Quiz 1 Essay 2, HW 2
Week 5 Sept 19-23	Chapter 3 Daily routines	Quiz 2
Weeks 6 Sept 26-30	Chapter 3 (cont.) Group presentation 1 Chapter 4	Quiz 3 HW 3 Essay 3
Week 7 Oct 3-6	Chapter 4 (cont.) Academic life, review 1	Oct 7 Homecoming Quiz 4
Week 8 Oct 10-14	Chapter 5 Hobbies and pastimes	Exam 1 on Tues Oct 11 HM 4
Week 9 Oct 17-21	Chapter 5 cont.	Essay 4
Week 10	Chapter 6	Quiz 5

Oct 24-28	Family and relatives	
Week 11 Oct 31-Nov 4	Chapter 6 (cont.)	Essay 5
Weeks 12 Nov 7-10	Chapter 7 Physical appearance	Nov 11 Veterans Day HW 5
Week 13 Nov 14-18	Chapter 8 Character Traits	HW 6
Week 14 Nov 21-22	Topic (TBD)	Nov 23-26 Thanksgiving Essay 6
Week 15 Nov 28-Dec 2	Review 2	Exam 2 on Dec 2
Week 16 Dec 5-7	Presentation 2	

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

Students are encouraged to employ critical thinking and to rely on data and verifiable sources to interrogate all assigned readings and subject matter in this course as a way of determining whether they agree with their classmates and/or their instructor. No lesson is intended to espouse, promote, advance, inculcate, or compel a particular feeling, perception, viewpoint or belief.

Class notes If you miss a class, check **with your classmates** the materials covered in that class.

Quizzes, exams Exams and short quizzes are given during regular class hours. **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, technical/emergency reasons**, then the grade for a missing quiz or exam will be prorated at the end of the course. If you had technical issues and cannot login for class that day, please email me as soon as possible.

Homework, posts, and essays Are graded for submissions, not based on mistakes. However, repeated spelling mistakes costs the points. **Every two to three spelling mistakes will reduce 1 point from your grade.**

Presentations Presentations are your verbal tests. Three or four students form a study group. Members in each group work together and support one another during the term. **Fridays** are group work (in classroom). There are two presentations during the term (5% and 10%), topics approved by the instructor. The first page of your presentation includes **a summary of your presentation in Vietnamese**, and any new vocabulary your classmates need to know to follow your verbal presentation. The list of new vocabulary should be kept to a minimum. For the second presentation, if you want to work on your own, let me know.

Everyone is expected to attend and participate in all presentations. Asking questions is a part of your presentation's grade. All members of the group will receive the same grade.

Participation BE VISIBLE and contribute to class discussions. **Ask questions. Offer answers or comments.**

RUBRICS

HOMEWORK, ESSAYS (120 pts)

Grammatical mistakes and wrong uses of vocabulary don't count toward grades.

Every 2-3 spelling mistakes cost one point.

Each missing homework or essay costs 10 points.

QUIZZES, EXAMS (220 pts)

Each quiz has 20pts. Each exam has 60pts. Each question in the quiz or exam is assigned their total points.

Every two to three spelling mistakes cost 1 pt, depending on the student's language background.

Every grammatical mistake reduces 1-2 pts, depending on seriousness.

Every vocabulary mistake reduces 1-2 pts, depending on seriousness.

PRESENTATION (60 pts)

An A-presentation uses only Vietnamese language, simple and correct sentences, 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 constructions, or in the use of vocabulary).

Grading policy

You are allowed **two unexcused absences**; having more than two will affect your total

grade: deduction of **0.5 %** (2 pts) from the total grade 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 class, please contact the instructor **prior** to the class meeting and have your absence pre-approved, except for documented emergency.

Grading scale & GPA equivalents

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
100-93	92.9-90	89.9-87	86.9-83	82.9-80	79.9-77	76-73	72.9-70	69.9-67	66.9-63	62.9-60	59-0
4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	.67	0

Note: Students will need to earn a C or higher to use this course toward a major or minor and/or earn General Education Credit.

For further information on UF's Grading Policy, see: <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

GENERAL ADMINISTRATIVE ISSUES

Canvas

All assignments, lecture notes, handouts, study guides, grades, etc. will be posted on the course website on Canvas. It is your responsibility to check the website regularly and keep up to date with the class.

Attendance and make-ups

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:

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

Attendance is mandatory and will be assessed by roll call. Acceptable excuses include illness, religious holidays, & military obligation. These need to be documented excuses. Should you miss a class for any reason, you are responsible for informing yourself as to the material covered. Except in the case of certified illness or other UF accepted excuse, there will be no make-up option for missed exams/assignments. Where possible, make-ups should be arranged prior to absence. Alternatively, students should contact me on return to classes.

Class Demeanor & Academic Integrity

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and eating during class time. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

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 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.” The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. Click [here](#) to read the Conduct Code. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Accommodations

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation. For more information see <https://disability.ufl.edu/>.

HEALTH AND WELLNESS

U Matter, We Care: umatter@ufl.edu – <https://umatter.ufl.edu/> ; 392-1575

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx> ; 392-1575

Sexual Assault Recovery Services (SARS): Student Health Care Center; 392-1161

University Police Department: <http://www.police.ufl.edu/> ; 392-1111 (911 for emergencies)

ACADEMIC RESOURCES

E-learning technical support: Learningsupport@ufl.edu; <https://lss.at.ufl.edu/help.shtml> ; 352-392-4357 (opt. 2)

Career Resource Center: Reitz Union; <http://www.crc.ufl.edu/> ; 392-1601

Library Support: <http://cms.uflib.ufl.edu/ask>

Teaching Center: Broward Hall; 392-2010 or 392-6420

Writing Studio: 302 Tigert Hall; <http://writing.ufl.edu/writing-studio/> ; 846-1138

Student Complaints On-Campus: <https://sccr.dso.ufl.edu/> Visit the Student Honor Code and Student Conduct Code webpage for more information.

In-Class Recording

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

COVID-19 Statement

In response to COVID-19, the following recommendations are in place to maintain your learning environment, to enhance the safety of our in-classroom interactions, and to further the health and safety of ourselves, our neighbors, and our loved ones.

If you are not vaccinated, get vaccinated. Vaccines are readily available and have been demonstrated to be safe and effective against the COVID-19 virus. Visit one.ufl.edu for screening / testing and vaccination opportunities.

If you are sick, stay home. Please call your primary care provider if you are ill and need immediate care or the UF Student Health Care Center at 352-392-1161 to be evaluated.

Course materials will be provided to you with an excused absence. As with any excused absence, you will be given a reasonable amount of time to make up missed work.

