

This is a **sample** syllabus. Although all sections of FREN101 share common objectives, resources, and grade categories, your professor will set individual grade components and their weight; determine as attendance, late work, and make up policies; and evaluate student participation and work. This syllabus is for informational purposes and is subject to change.

**FREN 101: Elementary French I**  
**Semester/Year**  
**CRN**  
**Campus**  
**Class Location**  
**Meeting Dates and Times**

**Professor's Name**  
**Office Location**  
**Telephone**  
**MC Email Address**  
**Office Hours**

**Textbooks and other resources** (*all required*):

Mitchell and Tano. *PROMENADES* 3<sup>rd</sup> edition. VISTA Publishing, 2018.

**Package Options:**

Loose-leaf text (Lessons 1–13) + Supersite Plus (includes e-book) + WebSAM (36 mos.)—ISBN: 978-1-68005-025-7

Loose-leaf Vol. 1 (Lessons 1-7) + Supersite Plus (includes e-book) + WebSAM (12 mos.)—ISBN: 978-1-68005-501-6

Code Only (E-book + Supersite Plus + WebSAM-12 mos.)—ISBN: 978-1-68005-499-6

*Students may purchase the text/code at the MC bookstore or via this link:*

<https://vistahigherlearning.com/school/montgomery>

**Course Description:**

FREN 101 is a beginning language course focusing on the study of French language and culture. Students begin to develop the ability to communicate in French through the consideration of cultural themes, language functions, and authentic situations as they acquire the structures and lexicon to work with written language, conversation, and composition. No prior knowledge of French is required. In-class work is supplemented by 20 hours of online homework. *3 semester hours.*

**FREN101 Course Outcomes:**

*Upon completion of FREN101 the student will be able to:*

1. Communicate in the target language at an elementary level in the skill areas of reading, writing, speaking, and listening.
2. Apply linguistic structures supporting communication at the elementary level of proficiency.
3. Express and appropriately employ the following language functions: greetings, leave-taking, requesting information, asking for assistance, giving and receiving directions, and expressing opinions.
4. Discuss Francophone culture and specific cultural practices at the elementary level by using simple sentences.
5. Discuss the relationship between the cultural practices and products under consideration at the elementary level by using simple sentences.

6. Exhibit appropriate sociolinguistic behaviors through oral presentations at the elementary level as these correspond to increasing linguistic ability in French.

7. Produce and present a cultural project at the elementary level.

**Grading Policy:** The final grade will be determined as follows:

Tests and/or Quizzes	30% total
Homework (includes VHL Supersite)	15%
Oral Assignments	5%
Participation	15%
Final Oral Exam	5%
Cultural Project	10%
Final Exam	20%

**Grade Scale:**

A	90 – 100%	B	80 – 89%	C	70 – 79%
D	60 – 69%	F	< 60%		

**Assignments:**

**Tests and/or Quizzes:** These tests will consist of the following sections: listening comprehension, grammar, vocabulary, reading, culture and writing. The dates of the tests are stated in the syllabus. *Your instructor will indicate here how many tests and quizzes you will take during the semester and how they will count towards the final grade.*

**Homework:** Most homework is done on the *VHL Supersite* (<https://www.vhlcentral.com/>), an electronic activities manual for *PROMENADES*. It is recommended that you complete the homework at the same pace as the class.

**VHL Supersite Tech Support Assistance:** Call (800) 248-2813

**Want to write to Tech Support?** Go to <https://support.vhlcentral.com/hc/en-us/requests/new>.

**Oral Assignments:** A majority of the online homework is to be completed using *VHL Supersite* (<https://www.vhlcentral.com/>), an electronic activities manual for *PROMENADES*. In addition, students will spend five hours preparing and recording answers to the oral prompts assigned by the instructor. Students will use the Extempore app to submit these assignments. The due dates for these are indicated on the syllabus.

**Class Participation:** Active participation in class contributes to your learning and is an important factor in your grade. The instructor will monitor student participation according to the following rubric:

A (90-99%)	The student participates with original ideas that show reflection on the material. The student comes to class prepared, takes the initiative in class activities, and
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	shows a positive attitude. S/he is respectful with partners and teachers, offers help to partners and constantly seeks to improve her/his French.
B (80-89%)	The student participates voluntarily; however, s/he does not stand out in any way from other students in volume or quality of contributions, or does not show evidence of preparation.
C (70-79%)	The student attends class but studies/ participates the minimum required; she/he does not show interest in the class and only participates when asked or while doing group/pair work.
D-F (0-69%)	The student does not participate because s/he is absent (mentally or physically) and does not develop rapport with the class. S/he is disrespectful or unenthusiastic. The student must be prodded to begin work, form groups, or participate. The student uses English excessively

**Oral Exam:** Students will complete an oral exam requiring them to speak extemporaneously about a given topic. Oral exams will be graded according to a rubric found at the end of the syllabus.

**Cultural Project:** Students will complete a project that deals with an aspect of Francophone culture. The presentation will be 3 minutes in length and students will present in French. The topic for the project must be approved by the professor. This project will require research; students will need to use reliable resources and provide a bibliography of their sources following MLA formatting. Students will present their work through the use of technology, such as PowerPoint or Prezi. No more than one 30 second video clip may be used. Students are responsible for presenting their work to the class on the day indicated in the syllabus. More detailed instructions will be provided by your instructor later in the semester.

**Final Exam:** A cumulative final exam will be given on the day scheduled during the exam period. The final exam is mandatory and cannot be rescheduled.

## **Department Policies:**

### ***Important Student Information Link***

*In addition to course requirements and objectives that are in this syllabus, Montgomery College has information on its web site (see link below) to assist you in having a successful experience both inside and outside of the classroom. It is important that you read and understand this information. The link below provides information and other resources to areas that pertain to the following: student behavior (student code of conduct), student e-mail, the tobacco free policy, withdraw and refund dates, disability support services, veteran services, how to access information on delayed openings and closings, how to register for the Montgomery College alert System, and finally, how closings and delays can impact your classes. If you have any questions please bring them to your professor. As rules and regulations change they will be updated and you will be able to access them through the link. If any student would like a written copy of these policies and procedures, the professor would be happy to provide them. By registering for this class and staying in this class, you are indicating that you acknowledge and accept these policies.*

**<http://cms.montgomerycollege.edu/mcsyllabus/>**

**Academic Honesty:** Montgomery College's policies on academic dishonesty are found in the *Student Handbook* and under *Section VIII of the Student Code of Conduct* available at the following link: [http://cms.montgomerycollege.edu/pnp/#Chapter\\_4](http://cms.montgomerycollege.edu/pnp/#Chapter_4). Each student is expected to do his or her own work. Any student found cheating or plagiarizing will be given an F for the assignment. If the same student is involved in a second incident of cheating, the case may be referred to the Student Discipline Committee, a grade of F for the course may be awarded, and/or the student may be dropped from the course.

**Absence and Tardiness Policy:** Attendance is fundamental in a language class, and excessive absence/tardiness will affect the participation grade. Any student arriving after class has begun is tardy. You are responsible for all work assigned whether you are present or absent. Excessive absences will negatively impact the participation grade.

**Classroom Behavior:** Please review the *Standards of College Behavior* in the *Student Handbook* or *Section VII of the Student Code of Conduct* available at the following link: [http://cms.montgomerycollege.edu/pnp/#Chapter\\_4](http://cms.montgomerycollege.edu/pnp/#Chapter_4). The college seeks to provide an environment where discussion and expression of all views relevant to the subject matter of the class are recognized and necessary to the educational process. However, students do not have the right to obstruct the faculty member's ability to teach nor the ability of other students to learn. The instructor has the right to determine appropriate conduct in the classroom, and it is expected that students will conduct themselves at all times in a manner that is respectful of their instructor and their peers.

Inappropriate behaviors include (but are not limited to) the following:

1. Socializing with other students once class has begun.
2. Refusing to complete assigned tasks in the class or labs.

3. Sleeping in class, arguing with the professor or other students, showing disrespect towards the professor or other students, or disrupting the class in any way.
4. Using cell phones or texting during class.

Students who do not adhere to these policies will be asked to leave by the professor; if they do not comply, Security will be called. If a student repeatedly refuses to comply with classroom regulations, s/he will be referred to the Dean of Student Development.

**Writing, Reading, and Language Center (WRLC):** Each campus has a WRLC, which provides resources and support for language students. The centers provide tutoring, workshops, study group spaces and access to technology. All assigned homework can be completed in the WRLC if you need computer access or support. Locations are as follows: Germantown Campus → HS150; Rockville Campus → MT020; Takoma Park/Silver Spring Campus → RC105.

**Tutoring:** French tutoring is available free of charge on all three campuses. For an updated tutoring schedule, please contact your instructor.

**FERPA:** The *Family Education Rights and Privacy Act* prohibits the instructor from discussing a student's grade and performance in the course with anyone but that student. All exceptions/allowances must be submitted in writing by the student.

**FREN 101 satisfies a General Education Humanities Distribution requirement (HUMD), a General Education Institutional requirement (GEIR), or a General Education Electives requirement (GEEL).** Montgomery College's General Education Program is designed to ensure that students have the skills, knowledge and attitudes to carry them successfully through their work and their personal lives. This course provides multiple opportunities to develop competency in oral and written communication and critical analysis and reasoning and also fulfills the *Global and Cultural Perspectives* course requirement. For more information on the General Education Program, go to [www.montgomerycollege.edu/gened](http://www.montgomerycollege.edu/gened).

**Basic Needs Security:** Any student who has difficulty accessing sufficient food to eat every day, or who lacks a safe and stable place to live, is urged to contact the Dean of Students Affairs on your campus. Furthermore, please notify the professor if you are comfortable in doing so. This will enable the professor to provide any resources that they may possess. We know this can affect performance in the course and Montgomery College is committed to your success. The Deans of Student Affairs are: Dr. Jamin Bartolomeo (GT), Dr. Tonya R. Mason (RV), and Dr. Clemmie Solomon (TP/SS). Please refer to the following website: <http://cms.montgomerycollege.edu/edu/secondary5.aspx?urlid=55>

**SAMPLE FREN 101 COURSE CALENDAR - 15 WEEKS**

<b>Week</b>	<b>Class Content</b>	<b>In-class Assessments (Quizzes, Tests, Projects)</b>	<b>Homework/Deadlines</b>
1	Introduction to course Supersite Plus demo <b>Leçon 1A</b>		Register for the Supersite Complete assigned exercises on Supersite Due:
2	<b>Leçon 1B</b>		Complete assigned exercises on Supersite Due:
3	<b>Leçon 2A + 2B</b>		Complete assigned exercises on Supersite Due:
4	<b>Leçon 3A</b>		Complete assigned exercises on Supersite Due:
5	<b>Leçon 3B</b>		Complete assigned exercises on Supersite Due:
6	<b>Exam Unités 1 - 3</b>		Complete assigned exercises on Supersite Due:
7	<b>Leçon 4A</b>		Complete assigned exercises on Supersite Due:
8	<b>Leçon 4B</b>		
9	<b>Leçon 5A + 5B</b>		Complete assigned exercises on Supersite Due:

10	<b>Exam Unités 4 + 5  Cultural Presentations</b>		Complete assigned exercises on Supersite Due:
11	<b>Leçon 6A</b>		Complete assigned exercises on Supersite Due:
12	<b>Leçon 6B</b>		Complete assigned exercises on Supersite Due:
13	<b>Leçon 7A + 7B</b>		Complete assigned exercises on Supersite Due:
14	<b>Exam Unités 6 + 7</b>		Complete assigned exercises on Supersite Due:
15	Review for final exam.		Complete assigned exercises on Supersite Due:
Date of Final Exam		Final Exam Time & location Date:	

## SETTING UP YOUR *PANORAMA* SUPERSITE ACCOUNT

This class requires technology access. This access allows you to complete and submit assignments and tests; access all media and study tools; receive announcements; and communicate with your instructor.

### Returning Students

If you have an existing Supersite account for any Vista Higher Learning textbook, complete these steps:

- Go to [vhlcentral.com](http://vhlcentral.com)
- Log in using your existing account information.
- Choose one of these options:
  - Already have access to the Supersite for this course?** Enroll in the course by clicking the "Enroll in a course" link. Then complete "Step 5 - Select a Course/Class" below.
  - OR
  - Don't yet have access to the Supersite for this course?** Redeem your new Supersite code by clicking the "Redeem a code" link. Then complete "Step 3 - Activate Code" below.

### New Students

If you are **new** to Vista Higher Learning, complete these steps:

Step 1 - Go to [vhlcentral.com](http://vhlcentral.com)

Step 2 - Choose one of these options:

- **Did you buy your code at the online Store?** If you created a student account on the store, use the same login information. If you can see your course book on the home page after logging in, go to "Step 5 -Select a Course/Class." If no book appears, go to "Step 3 - Activate Code."
- OR
- **Create an Account**
  - In the "Login Information" section of the account creation page, enter a username of your choice.
  - Enter the email address you would like to associate with your account.
  - Enter and confirm a password of your choice.
  - In the "Personal Profile" section, enter your first and last name as you wish them to appear in your Instructor's roster.
  - Select the year of your birth from the drop down list.
  - Enter a student ID (optional).
  - In the "Security Information" section, provide the answer to a secret question, which may later be used to help you access your account if you forget your password.
  - After you enter all of the information, click "create an account."
  - Click "agree." (Before your account is created, you must agree to the terms and conditions of use policy.)

Step 3 - Activate Code

- On the code activation screen, enter your Supersite code.
- Click "activate code" to continue.
- Look for a message at the top of the screen confirming that the code was successfully redeemed.

#### Step 4 - Select a School

- Locate your school by typing your school's name. To narrow the search results, add the city and state in which your school is located.
- Click "find." If the terms you entered did not result in a successful search, follow the on-screen tips to revise your search.
- Select your school from the list by clicking on its name.
- Click "select school" to add the school to your account.
- Look for a message at the top of the screen confirming you successfully added the school.

#### Step 5 - Select a Course/Class

- From the list of available classes at your school for your textbook's Supersite, look for your instructor's name and the course you are taking. Click the radio button for the course section. If more than one class is listed for your instructor, click the information icons in the class listings until you locate the section.
- Click **Save**. You should see a confirmation that you successfully enrolled in your instructor's course.

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**Want to write to Tech Support?** Go to: <https://support.vhlcentral.com/hc/en-us/requests/new>