



**Department of World Languages and Philosophy  
Rockville Campus**

**GERM 102: Elementary German I** | **Professor:** Eddy Enríquez Arana, Professor of German and Spanish  
Spring 2019, CRN 32911                      **Office:** MT 409  
**Class Location:** SB 212                      **Telephone:** 240 567 4441

**Class Meets:** Mon. & Wed. 3:00 pm – 4:30 pm    **Email:** [eddy.enriquezarana@montgomerycollege.edu](mailto:eddy.enriquezarana@montgomerycollege.edu)  
**Office Hours:** Tues./Thurs. 1:30pm-2:30, Wed. 9:45am-12:45pm  
**Tutoring Schedule:** Mon. 11:30am-12:30pm in MT 020.

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

1. Evans, Sandra, Angela Pude and Franz Specht. *Menschen A1.2 Kursbuch*. Ismaning, Germany: Hueber Verlag, 2012. (ISBN 9783195019019) (with DVD-ROM)
2. Glas-Peters, Sabine, Angela Pude and Monika Reimann. *Menschen A1.2 Arbeitsbuch*. Ismaning, Germany: Hueber Verlag, 2012. (ISBN 9783195119016) (with Audio CD)
3. Dykstra-Pruim, Pennylyn; Redmann, Jennifer, *Schreiben Lernen*. Yale University Press. (ISBN 978-0-300-16603-3)

**Provided course materials (Open Education Resources, OERs):**

1. <https://www.coerll.utexas.edu/coerll/german> (Coerll, University of Texas-Austin)
2. <http://www.dw.com/de/deutsch-lernen/s-2055> (Deutsche Welle, Deutsch lernen)
3. <https://learngerman.dw.com/en/languages> (Nicos Weg)

**German Language Instruction Methodology:**

In order to create an authentic-like atmosphere, the communicative method will be the point of departure and fundamental basis for all topics, language structures and cultures explored. **Therefore, German 102 will be conducted almost exclusively in German.** There will, of course, be room to use English periodically to explain logistical matters and topics needing particular attention such as absences, grades, and syllabus questions, etc. Such concerns should be addressed during office hours. Ultimately, students are expected to participate actively in class activities and take personal ownership of their journey as language learners.

**Course Description:**

A beginning language course focusing on the study of the language and culture of German speaking-countries. Students begin to develop the ability to communicate in German 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 German is required. In-class work is supplemented by 20 hours of online homework.

**Course Outcomes:**

Upon course completion, a student will be able to:

- Communicate in the target language at an elementary level in the skill areas of reading, writing, speaking and listening.

**Department of World Languages and Philosophy  
Rockville Campus**

- Apply linguistic structures supporting communication at the elementary level of proficiency.
- Express and appropriately employ the following language functions: greetings, leave-takings, requesting information, asking for assistance, giving and receiving directions, and expressing opinions.
- Discuss the cultures of German-speaking countries and societies and specific cultural practices at the elementary level by using simple sentences.
- Discuss the relationship between the cultural practices and products under consideration at the elementary level by using simple sentences.
- Exhibit appropriate sociolinguistic behaviors through oral presentations at the elementary level as these correspond to increasing linguistic ability in **German**.
- Produce and present a cultural project at the elementary level.

**Grading Policy:**

- |                                                                                                     |                                                                  |
|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| • Tests and/or Quizzes                                                                              | 20% total [1 written test at 10%,<br>2 quizzes at 5% each]       |
| • Homework, <i>Nicos Weg</i> , Blackboard tasks:<br>Discussion boards, blogs, and short quizzes)    | 10%                                                              |
| • Attendance & Participation                                                                        | 15%                                                              |
| • Consultations/Tutoring                                                                            | 5% total [1 session at 5%]                                       |
| • Compositions                                                                                      | 10% total [1 composition at 5%, 1<br>pre-writing activity at 5%] |
| • Cultural Project                                                                                  | 10%                                                              |
| • Oral Exams (midterm & final)                                                                      | 10%                                                              |
| • Final Exam                                                                                        | 15%                                                              |
| • <b>Field Trip Assignments:</b> National Mall and<br>German-American Heritage Museum/Sites in D.C. | 5%                                                               |

**Grade Scale:**

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

**Assignments:**

**Homework: Blackboard, Open Educations Resources (OERs):** Your homework will be completed online via **Blackboard** (through **discussion boards, blogs, the Deutsche Welle**, the University of Texas at Austin’s **Coerll** materials, and other cultural tasks designed to stimulate and expand your skills in German). Due dates for each lesson are listed in the class schedule and in Blackboard.

Students must complete the equivalent of 20 assigned on-line hours for this course, particularly the program **Nicos Weg** which supplements the units in the course syllabus.

To receive full credit for **Nicos Weg** assignments, you will need to document your completion of weekly assignments. To document and receive for credit for your weekly assignments you will

**Department of World Languages and Philosophy  
Rockville Campus**

need to submit a screen shot showing completion of weekly assignments in their entirety and by their designated due dates. **See the course schedule (below) for specific topics, assignments and dates.**

\*Please note that all campus labs and libraries use a Pay-for-Print System. Please refer to the following web site for more information:

<http://cms.montgomerycollege.edu/edu/department.aspx?id=27707>

**Tests and Quizzes:** You will have 1 test written test, two graded oral exams, and 2 quizzes during the semester. Please note that unannounced quizzes and assessments may be given at the discretion of the instructor. These tests will consist of the following sections: listening comprehension, vocabulary, grammar, reading, culture and writing. The specific dates of the tests and quizzes are stated in the syllabus. The student must have instructor approval to arrange make-ups (see policy below).

**Please read the following late assignment/ exam make-up policy:**

- *Missed Exams/Tests/Quizzes and Make-Up Exams/Tests/Quizzes Policy:*  
*An absence on the day or time of a quiz and/or exam/test results in a 0 for that assignment. There will be no make-up exams or quizzes unless: your absences has been cleared through prior arrangement with the instructor. If an extenuating circumstance prevents you from communicating with the instructor prior to an examination, you are expected to address this in an email to the instructor as soon as possible. Please address such personal matters with the instructor after class or during office hours. Should a make-up exam/quiz be scheduled, the instructor may change the structure of the assignment in format and/or level of difficulty (e.g. oral exam, mixture, etc.)*
- *Exams/Tests/Quizzes will be closed-book and no other materials such as bags, dictionaries, cell phones, iPods, or other devices will be allowed. During an exam or quiz please refrain from any type of communication with peers so as to avoid a zero for that assignment. Finally, there will be announced and unannounced assessments to check overall language proficiency; these will be incorporated into your overall participation score.*
- *Late Assignment Policy:*  
*Class work is accepted only on or before the due dates listed on the course syllabus and/or as indicated by the instructor. If you cannot attend a class session, make arrangements to have your work turned in on time or inform yourself (through a classmate) of the topics covered during your absence. No late work will be accepted for credit. Assignments to be graded or turned in for credit will be indicated in the course syllabus, reminders may not always be given. However, said assignments are still due on the date indicated.*

Do not wait until the last minute to complete assignments; allow for ample time to revisit your projects and notes. Utilize the office hours and tutoring sessions available to you, as these are

**Department of World Languages and Philosophy  
Rockville Campus**

*invaluable opportunities to get help and clarify material. Throughout the semester, changes may be made to the course syllabus or assignments to adjust to the needs of students, teaching objectives or any unforeseen schedule changes (e.g. campus closure to inclement weather). Notice will be provided to students of these changes.*

**Attendance and Class Participation:** Active participation in class contributes to your learning and is an important factor in your grade. The instructor will monitor student participation (see rubric).

**Cultural Project:** Students will complete a project that deals with an aspect of German culture. The presentation will be 4-5 minutes in length and students will present in German. The topic for the project must be approved by the professor by the date indicated in the syllabus. Topics 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.

**Oral Exams:** Students will complete two oral exams (one at midterm and one at the end of the course) requiring them to speak extemporaneously about a given topic. You will receive a list of topics and a rubric for evaluation 2 weeks prior to each oral exam.

**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. The time and place for the final exam, **8. Mai, 2:45 pm – 4:45 pm in SB 212**, is also indicated in the class schedule and under administrative dates. Please mark it on your calendars now.

**Field Trip: 1. Mai 2019**

German-American Heritage Sites in D.C. and German –American Heritage Museum in D.C.

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**Museum Course Component: (Field Trip to D.C. and Corresponding Assignments):**

This semester, all enrolled students in this section of GER 102 will engage in an in-depth and enriching field trip to the German-American Heritage Museum and various other German-heritage sites in Washington, D.C. This constitutes an exciting learning opportunity!

The museum and fieldtrip component is mandatory, part of the graded course curriculum, and will also offer an opportunity to deepen your intercultural skills as learners of German. For this cultural experience, we will pursue questions of German culture and history within the scope of a transatlantic relationship while underscoring various aspects of its diversity.

Specifically, we will visit, among other sites, the German-American Heritage Museum and the National Mall in Washington, D.C. Prior to and upon concluding the field trip, you will engage with new cultural content and media, which will provide you with new tools to articulate the

**Department of World Languages and Philosophy  
Rockville Campus**

cultural and linguistic objectives of GER 102. One such tool is the Smithsonian Learning Lab:  
<https://learninglab.si.edu/>

As part of the required museum visit, you will complete discussion forums and other specific assignments (**See the Blackboard “Field Trip” tab for specific assignment instructions**).

**Exkursion nach Washington, D.C.**

**Wann: 1. Mai 2019, 13:00 Uhr-14:30 Uhr**

**Wo: German-American Heritage Museum**  
719 Sixth Street, NW • Washington, DC 20001

**Treffpunkt:** 719 6th Street, NW, Washington, D.C 2001

**Webseite:** <https://gahmusa.org/>



**Consultations/Tutoring:**

1. Each student is required to actively participate in at least one 30-minute consultation/tutoring session. This can include coaching and/or tutoring about course work, such as the cultural project, and to further deepen your practice of the target language, German!
2. Alternatively, students can also actively participate in documented on-campus MC events that are culturally relevant, such as cultural programming, technology workshops designed for learning enhancement—as approved by the instructor.

**Requirement:** per semester

**Option 1:** One 30-minute consultation/tutoring sessions with a German faculty member

**Option 2:** One relevant on campus cultural event/technology workshop

**What can you expect from this semester?**

Although this is an introductory German course, it is quite intensive. This means that it requires systematic self-study and review. In order to complete the language lab requirement students will need to spend at least 1-¼ hours per week with the activities and tasks listed in Blackboard, **in addition** to the class assignments. The audiovisual language content is an integral part of each chapter; the interactive language activities provide brief, manageable encounters with authentic language from the target cultures in German.

**Department of World Languages and Philosophy  
Rockville Campus**

**Additional goals and best learning practices:**

- You will also be able to read, speak, and comprehend beginning German structures covered in the course outline.
- You will understand the critical role of listening in order to respond and communicate in both situational and functional contexts.
- You will practice and evaluate your own listening comprehension and oral skills through audio and computer-assisted technology in and out of the classroom.
- You will be challenged to transfer and apply your acquired language skills in dynamic activities individually, in groups or with the instructor.
- You are highly encouraged to approach your learning about German-speaking cultures with delight, enjoyment, curiosity, and an intercultural lens.

**Class Schedule\* Spring 2019 (subject to change)**

**Abbreviations:**

G+K= Grammatik und Kommunikation

KB= Kursbuch  
AB=Arbeitsbuch

S.= Seite  
u. = und

Woche	Dates	MODUL 1	Inhalte/Content	Language Lab & Homework
<b>Woche 1</b>	<b>4. Februar</b> ----- <b>6. Februar</b>		<ul style="list-style-type: none"> <li>• Lektion13: Wege beschreiben</li> <li>• Grammatik und Kommunikation (G+K): Kursbuch (KB), S. 12</li> <li>• Lernwortschatz: Arbeitsbuch (AB), S. 11</li> </ul>	Nicos Weg (Deutsche Welle) 11 <ul style="list-style-type: none"> <li>• Wo is der Bahhof?</li> <li>• An der Ampel links</li> </ul> <p><b>Due date:</b> <b>2/10/19, 11:59 pm</b> (send a screen shot in designated dropbox in Blackboard)</p>
<b>Woche 2</b>	<b>11. Februar</b> ----- <b>13. Februar</b>	MODUL 1	<ul style="list-style-type: none"> <li>• Lektion 13: Wiederholung (review)</li> <li>-----</li> <li>• Lektion 14: Wohnen</li> <li>• G + K: KB, S. 16</li> <li>• AB, S. 17</li> </ul>	Nicos Weg (Deutsche Welle) 11 <ul style="list-style-type: none"> <li>• Mit Bus und Bahn</li> <li>• Im Büro</li> </ul> <p>Blackboard:</p> <ul style="list-style-type: none"> <li>• Discussion Forum #1</li> </ul> <p><b>Due date:</b> <b>2/17/19, 11:59 pm</b> (send a screen shot in designated dropbox in</p>

**Department of World Languages and Philosophy  
Rockville Campus**

				Blackboard)
<b>Woche 3</b>	18. Februar ----- 20. Februar	MODUL 1 und MODUL 2	<ul style="list-style-type: none"> <li>Lektion 14: Wiederholung (review)</li> <li>Lektion 15: (Vocabulary) Termine</li> <li>G + K: KB, S. 20</li> <li>AB, S. 23</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>Lektion 17: Pläne und Wünsche</li> <li>G + K: KB, S. 32</li> <li>AB, S. 41</li> </ul>	<p>Nicos Weg (Deutsche Welle) 7</p> <ul style="list-style-type: none"> <li>So wohne ich</li> <li>Meine Wohnung</li> </ul> <p>Blackboard</p> <ul style="list-style-type: none"> <li>Speaking Task #1</li> </ul> <p><b>Due date:</b> 2/24/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p> <p><b>Quiz 1: Lektionen 13-15</b></p>
<b>Woche 4</b>	25. Februar ----- 27. Februar		<p>Lektion 17: Wiederholung (review)</p> <p>(Woche 3) Quiz #1: 25. Februar</p> <p>-----</p> <ul style="list-style-type: none"> <li>Lektion 18: Gesundheit und Krankheit</li> <li>G + K: KB, S. 36</li> <li>AB, S. 47</li> </ul>	<p>Nicos Weg (Deutsche Welle) 7</p> <ul style="list-style-type: none"> <li>Sofa, Sessel und Tisch</li> <li>Unser Haus</li> </ul> <p><b>Due date:</b> 3/3/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p> <p><b>Test 1: (Lektionen 13-17)</b></p>
<b>Woche 5</b>	4. März ----- 6. März	MODUL 2 MODUL 3	<ul style="list-style-type: none"> <li>(Woche 5) Test #1: 4. März</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>Lektion 18: Gesundheit und Krankheit</li> <li>G + K: KB, S. 36</li> <li>AB, S. 47</li> </ul> <p><b>(Woche 5) Cultural Project instructions, grading criteria and assignments</b></p>	<p>Nicos Weg (Deutsche Welle) 9</p> <ul style="list-style-type: none"> <li>Wie spät ist es?</li> <li>Hast du morgen Zeit?</li> </ul> <p><b>Due date:</b> 3/10/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>

**Department of World Languages and Philosophy  
Rockville Campus**

			explained in class (see "Cultural Project" tab in Blackboard)	
<b>Woche 6</b>	11. März ----- 13. März		<ul style="list-style-type: none"> <li>Frühlingsferien (<i>Spring Break</i>) <b>Es gibt keinen Unterricht!</b></li> </ul>	<p>Nicos Weg (Deutsche Welle) 9</p> <ul style="list-style-type: none"> <li>Wann spielen Wir?</li> <li>Zu spät!?</li> </ul> <p><b>Due date:</b> 3/17/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>
<b>Woche 7</b>	18. März ----- 20. März		<ul style="list-style-type: none"> <li>Lektion 18: Wiederholung (review)</li> <li>Pre-writing activity (in class): 3/20/19</li> <li>Lektion 19: (vocabulary)</li> <li>Aussehen und Charakter</li> <li>G + K: KB, S. 44</li> <li>AB, S. 59</li> <li>Self-evaluation: Wochen 1-7 (see Blackboard, "Participation")</li> </ul>	<p>Nicos Weg (Deutsche Welle) 18</p> <ul style="list-style-type: none"> <li>Wie geht es dir?</li> <li>Beim Arzt</li> </ul> <p><b>Due date:</b> 3/24/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p> <p><b>Self-evaluation #1: 3/24/19, 11:59pm</b> See Blackboard tab "participation"</p>
<b>Woche 8</b>	25. März ----- 27. März	MODUL 3 und MODUL 4	<ul style="list-style-type: none"> <li>Lektion 20: Im Haushalt</li> <li>G + K: KB, S. 48</li> <li>AB, S. 65</li> <li><b>(Woche 8) In-class composition #1: 3/25/19</b></li> <li>Lektion 20: Im Haushalt</li> <li>G + K: KB, S. 48</li> <li>AB, S. 65</li> </ul>	<p>Nicos Weg (Deutsche Welle) 18</p> <ul style="list-style-type: none"> <li>Gute Besserung!</li> <li>Nehmen Sie...</li> </ul> <p><b>Due date:</b> 3/31/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>

**Department of World Languages and Philosophy  
Rockville Campus**

<b>Woche 9</b>	1. April ----- 3. April		<ul style="list-style-type: none"> <li>Lektion 20: (Wiederholung)</li> <li>Lektion 21: Regeln</li> <li>G + K: KB, S. 52</li> <li>AB, S. 71</li> </ul> <p>----- (Wiederholung)</p> <ul style="list-style-type: none"> <li><b>(Woche 9) In-class Oral Exam #1: 4/3/19</b></li> </ul>	<p>Nicos Weg (Deutsche Welle) 14</p> <ul style="list-style-type: none"> <li>Wie war dein Urlaub?</li> <li>Jahreszeiten</li> </ul> <p><b>Due date:</b> 4/7/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>
<b>Woche 10</b>	8. April ----- 10. April		<ul style="list-style-type: none"> <li>Lektion 21: Wiederholung (review)</li> <li>Lektion 22: (vocabulary) Kleidung</li> <li>G + K: KB, S. 64</li> <li>AB, S. 89</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>Lektion 23: Wetter</li> <li>G + K: KB, S. 64</li> <li>AB, S. 89</li> </ul>	<p>Nicos Weg (Deutsche Welle) 14</p> <ul style="list-style-type: none"> <li>Der Ausflug</li> <li>Wie wird das Wetter?</li> </ul> <p><b>Due date:</b> 4/14/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>
<b>Woche 11</b>	15. April ----- 17. April		<ul style="list-style-type: none"> <li>Lektion 23: Wetter</li> <li>G + K: KB, S. 64</li> <li>AB, S. 89</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>Lektion 24: Festen und Feiern</li> <li>G + K: KB, S. 68</li> <li>AB, S. 95</li> </ul>	<p>Nicos Weg (Deutsche Welle) 19</p> <ul style="list-style-type: none"> <li>Meine Heimat</li> <li>Leben in Deutschland</li> </ul> <p><b>Due date:</b> 4/21/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>
<b>Woche 12</b>	22. April ----- 24. April		<ul style="list-style-type: none"> <li><b>(Woche 11) Cultural Project: Group 1 (22. April.)</b></li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li><b>(Woche 11) Cultural Project: Group 2 (24. April)</b></li> </ul>	<p>Nicos Weg (Deutsche Welle) 19</p> <ul style="list-style-type: none"> <li>Anders als zu Hause</li> <li>Ich träume von...</li> </ul> <p><b>Due date:</b> 4/28/19, 11:59 pm (send a screen shot in designated dropbox in Blackboard)</p>
<b>Woche 13</b>	29. April ----- 1. Mai		<p>Wiederholung (review)</p> <p><b>Review instructions for field trip to D.C.</b></p> <p><b>Final oral exam: 4/29/19</b></p> <p>-----</p>	<p><b>Self-evaluation #2: 5/5/19, 11:59pm</b></p> <p>See Blackboard tab "Participation"</p> <p><b>Quiz 2: Lektionen 21-24</b></p>

**Department of World Languages and Philosophy  
Rockville Campus**

			<p><b>Field Trip: 1. Mai 2019</b> German-American Heritage Sites in D.C. and German – American Heritage Museum in D.C.</p> <ul style="list-style-type: none"> <li>Self-evaluation: Wochen 8-14 (see Blackboard, "Participation")</li> </ul>	
<b>Woche 14</b>	<b>6. Mai (last day of class)</b>		<ul style="list-style-type: none"> <li><b>(Woche 14) Quiz #2, 5/6/19</b></li> </ul> <p>Wiederholung (review) Course evaluation</p>	<b>Lernen Sie für die Abschlussprüfung!</b>
<b>Final Exam</b>	<b>8. Mai, 2:45 pm – 4:45 pm in SB 212</b>		<p><b>Schreiben Sie den Test!</b></p> 	Genießen Sie den Sommer!

\*This syllabus schedule is subject to adjustments and modifications

**What does the class content look like?**

The course is designed to give students in-class group and partner practice with the spoken language. Textbook grammar explanations are in German in the textbook *Menschen*. There are 12 lessons covered in GERM 101, divided into 4 modules/units. The language and vocabulary pertain to topics such as weather, university studies, friends, family, everyday life and routines.

**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*



**Department of World Languages and Philosophy  
Rockville Campus**

*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.

**Academic Integrity:** Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation or deception. Such acts of dishonesty violate the fundamental ethical principles of the College community and compromise the worth of work completed by others.

Therefore, cheating (copying answers, use of “cheat sheets”, and so on) fabrication of any form of plagiarism, and facilitation of such practices will be dealt with according to the College's policy.

Examples of academic dishonesty include the use of online translators and plagiarism, including the submission of others' work as your own.

*Relative to this course, you may not consult or rely on anyone else (such as tutors, classmates, or native- or heritages speakers) to write or re-write any assignments turned in for credit (e.g. compositions and cultural project). Doing so is considered plagiarism and will result in a zero for that assignment. This is particularly important when producing and revising compositions, and preparing your cultural project which should be your work only. Finally, do not use online translators or writing services to produce your texts.*

**You will receive a 0% for your first assignment involving academic dishonesty. A subsequent case of academic dishonesty will result in an F for 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.

**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



**Department of World Languages and Philosophy  
Rockville Campus**

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.

**Tutoring.** German tutoring is available free of charge in MT 020. For an updated schedule of World Language tutoring, call 240-567-7215 or 240-567-7457. You may also go to MT 020 to look at the posted schedule or ask any staff member for assistance. **Please see Blackboard tab “Tutoring and Office Hours” for specific dates and times.**

**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.

**GERM101 satisfies a General Education Humanities Distribution requirement.** 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).

**Department of World Languages and Philosophy  
Rockville Campus**

**Selbstevaluierung der Mitarbeit (Self-evaluation for Participation)**

Name des/der Studenten/in

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Punkte vom/von der Studenten/in:

**Wählen Sie eine Woche aus und bewerten Sie Ihre Leistung und Mitarbeit!**

**Wochen:** 1-7 ( /25) 8-15 ( /25)

Punkte vom Professor \_\_\_\_\_

Ausgezeichnet: 22-25 Punkte

*I **consistently** attended class and arrived on time*  
*I **consistently** greeted people and took leave using German expressions.*  
*I **consistently** worked on my comprehension skills by listening when others spoke*  
*I **consistently** spoke only German in discussion and group activities, according to tools available to me.*  
*I **consistently** participated in all activities with enthusiasm and a positive attitude.*  
*I **consistently** helped others do all of the above.*

Durchschnittlich: 17-21 Punkte

*I attended class and arrived on time with **some noticeable inconsistency**.*  
*I greeted people and took leave using German expressions with **some noticeable inconsistency**.*  
*Every now and then, I didn't listen to others when they were talking.*  
*I spoke German in discussions and group activities but also used **English** on occasion.*  
*I participated in all activities, **sometimes** enthusiastically.*  
*Overall, I showed a positive attitude with **some noticeable inconsistency**.*  
*I made participating in class easier for other people with **some noticeable inconsistency**.*

Ungenügend: 1-16 Punkte

*I missed one or more classes or arrived late in any given week.*  
*I used more English in discussions and group activities than German.*  
*I wasn't listening while others spoke.*  
*My presence in a group didn't make much difference in getting the task done.*

Abwesend: 0 Punkte



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*I did not attend any class during this period.*