

FREN 1401 Beginning French I

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Instructor

COURSE DESIGNER/ADMINISTRATOR

Gwendoline Aaron

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COURSE INSTRUCTOR

James Batchelor

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OFFICE HOURS

[Attend virtual office hours \(Links to an external site.\)Links to an external site.](#): availability
via Zoom CST & by appointment (Join from PC, Mac, Linux, iOS or
Android: <https://smu.zoom.us/j/xxxxxxxxx>)

RESPONSE TIME

My goal is to respond to student communications within 24 hours, during weekdays. If for some reason I am unable to do so, I will follow up as soon as possible. I also always try to let you know ahead of time if I will be unreachable.

ASSIGNMENT FEEDBACK

My goal is to return graded assignments to you within 48 hours. If for some reason I am unable to do so, I will do my best to let you know in advance and will return your graded assignment to you as soon as possible.

COURSE DEVELOPER(S)

This course was developed by Gwendoline Aaron in collaboration with the Academic Technology Services Office for Dedman College. It follows the Dedman College Guidelines for Online Course Development, as well as the SMU World Languages and Literatures Guidelines for Online Courses.

Course Description

FREN1401 (4 credits per term) Beginning French: term one, is a 5-week, fully online course. Students will meet synchronously virtually for verbal activities with two partners at the end of each weekly module, but the majority of the work will be completed asynchronously on Canvas and MindTap.

PREREQUISITE

This course is reserved for students with no previous knowledge of French.

Learning Outcomes

COURSE LEVEL OUTCOMES (CLO)

Upon completion of the course a successful student will be able to do the following:

- CLO 1 **Listening**: Demonstrate ability to understand, sentence-length speech, using familiar vocabulary and structures.
- CLO 2 **Reading**: Demonstrate ability to understand short, non-complex texts that convey basic information using familiar vocabulary and structures.
- CLO 3 **Speaking**: Express themselves in uncomplicated communicative situations related to familiar topics by responding to direct questions or requests for information, with responses typically consisting of short statements and discrete sentences.
- CLO 4 **Writing**: Write short, simple communications and requests for information in loosely connected texts framed in present time, with some references to other time frames.
- CLO 5 **Explore**: Compare cultural elements (practices, values, beliefs) of the Francophone world to their own culture (in English).

MODULE LEVEL OUTCOMES (MLO)

Throughout the modules in this course there are module-level outcomes listed. Next to each module level outcome (e.g., MLO 1.1) there is a number or numbers. That number or numbers correspond to the above course level outcomes (e.g., CLO 1). Everything you do in this course flows back to the course level outcomes.

Expectations

WORKLOAD

Time-on-task for a 4-credit course should total approximately 180 hours. As this is an intensive online language course, you will be expected to complete activities every day. The expected time required to complete all the activities in this course is approximately 40 hours per week, though this is a general estimate and it will vary from student to student. There will be set due dates for tests and synchronous meetings, so make sure that all the work assigned for a weekly module has been submitted before you take the module test.

SYNCHRONOUS MEETINGS

Once a week, you will have the opportunity to connect virtually (via Zoom) synchronously (at the same time) in groups of two or three participants for 30 to 45 minutes to practice pronunciation and engage in speaking activities. Unlike in face-to-face language course, you will have plenty of chances to communicate in writing via the discussion board, but much

less in speaking. Coordinating classmates' schedules and time zones can be challenging, but this weekly opportunity for direct interaction is usually rewarding. Schedule your meetings well in advance, and attend prepared so that you and your partners can gain the most from of each meeting.

Grading

Your work and overall performance will be recorded on Canvas. Students can access their current weighted average at any time under the [Total Column \(Links to an external site.\)Links to an external site.](#)

SCALE

A	A -	B +	B	B -	C +	C	C -	D +	D	D -	F
100-93%	92-90%	89-87%	86-83%	82-80%	79-77%	76-73%	72-70%	69-67%	66-63%	62-60%	59% a

BREAKDOWN and LATE WORK POLICIES

Assignments	Description	P
MindTap Activities	Online homework with automatic feedback and multiple attempts. Highest score is automatically saved. MindTap activities are due by 11:00pm CST on the dates they are assigned. No late work will be accepted without prior written approval from the instructor.	20
Participation	Canvas Discussions and synchronous meetings via Zoom. Missed meetings will not be rescheduled.	30
Quizzes	Canvas vocabulary Quizzes.	5%
Canvas Assignments	Demonstrate progress in listening comprehension while watching videos, in speaking via audio recordings, in reading via Web searches, and in in writing compositions. Late assignments will be penalized 10 to 20 points.	20
Tests & Exam	Four skills tests and a final cumulative exam all in Canvas. Tests will open every Friday and close every Sunday at 11:59pm CST. No extensions will be granted without prior written approval from the instructor.	25
TOTAL		100

Attendance in this course is met by the timely completion of the required assignments and activities embedded within this course. **More than five consecutive days of inactivity in a 5-week course is the equivalent of missing 15 days in a semester-long course on campus, which constitutes grounds for failure according to our current departmental policy.** If you cannot complete an activity on time, communicate directly with your instructor.

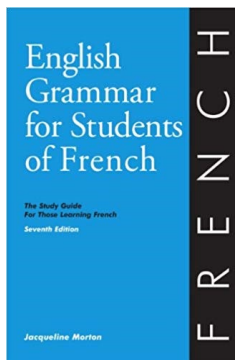
Materials

REQUIRED



Jansma, K., Kassen, M. A., & Denié-Higney, L. (2019). *Atelier: An introductory French Program*. Boston, MA: Cengage Learning.

RECOMMENDED



Morton, J., & Neu, H. (2013). *English grammar for students of French: The study guide for those learning French*. Ann Arbor: The Olivia and Hill Press.

Technologies

This fully online course occurs primarily via canvas.smu.edu ([Links to an external site.](#))[Links to an external site.](#). Some activities and resources occur within [Cengage MindTap](#) ([Links to an external site.](#))[Links to an external site.](#). To be successful in this course, students should have basic keyboarding and computer skills, and be comfortable navigating the Internet. To create your Cengage account, please follow the directions in the [MindTap Student Guide](#) ([Links to an external site.](#))[Links to an external site.](#). Also be sure that your device or devices meet the **technical requirements** for both systems.

IMPORTANT

A **webcam** is required for recording activities in both Canvas and MindTap. If your device does not have a built-in webcam, one can be purchased at a local consumer electronics store or through an online retailer like [Amazon](#) ([Links to an external site.](#))[Links to an external site.](#).

CANVAS

[Technical requirements](#) ([Links to an external site.](#))[Links to an external site.](#) and [browser requirements](#) ([Links to an external site.](#))[Links to an external site.](#) for Canvas are located in the [Canvas Student Guide](#) ([Links to an external site.](#))[Links to an external site.](#).

MINDTAP

To check whether your computer meets the requirements for using MindTap, go to this link:

<http://ng.cengage.com/static/browsercheck/index.html> ([Links to an external site.](#))[Links to an external site.](#)

MindTap web-based learning platform requires broadband internet access and supported web browsers and plugins. Browser requirements and additional technical requirement are located in [MindTap System Requirements](#) ([Links to an external site.](#))[Links to an external site.](#).

Additional Requirements

- A high-speed connection with throughput of 256 Kbps or more is recommended to use audio and video components.
- Screen resolution: 1024 x 768 or higher
- You will need speakers or a headset to listen to audio and video components, and a **webcam** is necessary for recording activities.

Registration and Access

Watch the video tutorial below on how to register and access MindTap and the eBook:

- [MindTap Registration and Login \(Links to an external site.\)](#)[Links to an external site.](#)

To purchase directly from the publisher, go to [Cengage Unlimited \(Links to an external site.\)](#)[Links to an external site.](#) and search for *Atelier*, 1 term (4 months) Printed Access Card. ISBN: 9780357700037

To access a free trial for 5 days, connect to cengage.com using the [link](#) from your instructor and follow the prompts.

Navigation

Watch the video tutorials below on how to navigate MindTap:

- [Completing MindTap Assignments \(Links to an external site.\)](#)[Links to an external site.](#)
- [Accessing your grades on MindTap \(Links to an external site.\)](#)[Links to an external site.](#)

Additional Resources

Explore the links below to learn more about Cengage MindTap:

- [MindTap Student Quick START GUIDE \(Links to an external site.\)](#)[Links to an external site.](#)
- Digital Support
 - [Cengage Tech Check \(Links to an external site.\)](#)[Links to an external site.](#)
 - [Cengage Platforms Services \(Links to an external site.\)](#)[Links to an external site.](#)

MindTap Technical Support

For assistance with MindTap, contact Cengage:

- [Cengage Customer Support \(Links to an external site.\)](#)[Links to an external site.](#)
- 1.800.354.9706

ZOOM

[Zoom \(Links to an external site.\)](#)[Links to an external site.](#) is used for online synchronous (i.e., real-time) meetings in this course. Please be sure your devices meet the [technical requirements \(Links to an external site.\)](#)[Links to an external site.](#) for Zoom.

RESPONDUS LOCKDOWN BROWSER and MONITOR

This course requires the use of LockDown Browser and a webcam for online exams. The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this [short video \(Links to an external site.\)Links to an external site.](#) to get a basic understanding of LockDown Browser and the webcam feature. A student [Quick Start Guide \(PDF\) \(Links to an external site.\)Links to an external site.](#) is also available.

Then download and install LockDown Browser from this link:

<http://www.respondus.com/lockdown/download.php?id=951749825> (Links to an external site.)Links to an external site.

To ensure LockDown Browser and the webcam are set up properly, do the following:

- Start LockDown Browser, log into <http://canvas.smu.edu> (Links to an external site.)Links to an external site., and select this course.
- Locate and select the **Help Center** button on the LockDown Browser toolbar.
- Run the **Webcam Check** and, if necessary, resolve any issues.
- Run the **System & Network Check**. If a problem is indicated, see if a solution is provided in the Knowledge Base. Troubleshooting information can also be emailed to our institution's help desk.

When taking an online exam that requires LockDown Browser and a webcam, remember the following guidelines:

- Ensure you're in a location where you won't be interrupted
- Turn off all other devices (e.g. tablets, phones, second computers)
- Clear your desk of all external materials not permitted — books, papers, other devices
- Remain at your computer for the duration of the test
- If the computer or networking environment is different than what was tested above, repeat the Webcam and System checks prior to starting the test
- To produce a good webcam video, do the following:
 - Avoid wearing baseball caps or hats with brims
 - Ensure your computer or tablet is on a firm surface (a desk or table) — not on your lap, a bed, or other surface that might move
 - If using a built-in webcam, avoid tilting the screen after the webcam setup is complete
 - Take the exam in a well-lit room and avoid backlighting, such as sitting with your back to a window

- Remember that LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted.

Additional resources related to Respondus LockDown Browser and Monitor, including a link to download the LockDown Browser iPad App, are located at <https://www.smu.edu/OIT/Services/LockDownBrowser> (Links to an external site.)Links to an external site..

PRIVACY POLICIES

- [Canvas by Instructure](#)Links to an external site.
- [Cengage Privacy Policy](#) (Links to an external site.)Links to an external site.
- [Kaltura Video App in Canvas](#) (Links to an external site.)Links to an external site.
- [SMU OIT Policies and Legislation](#)Links to an external site.
- [YouTube Privacy Policy](#) (Links to an external site.)Links to an external site.
- [Respondus LockDown Browser](#) (Links to an external site.)Links to an external site.
- [Zoom](#) (Links to an external site.)Links to an external site.

ACCESSIBILITY

- Canvas
 - [Accessibility within Canvas](#) (Links to an external site.)Links to an external site.
 - [Voluntary Product Accessibility Template](#) (Links to an external site.)Links to an external site.
- [MindTap Accessibility Solutions for Students](#) (Links to an external site.)Links to an external site.
- [Kaltura Video App in Canvas](#) (Links to an external site.)Links to an external site.
- [YouTube Accessibility](#) (Links to an external site.)Links to an external site.
- [Respondus LockDown Browser](#) (Links to an external site.)Links to an external site.
- [Zoom](#) (Links to an external site.)Links to an external site.

Student Services

The following services and resources are available to SMU students:

- [Altshuler Learning Enhancement CenterLinks to an external site.](#)
 - ALEC offers study-skill workshops and can help you with learning strategies and test preparation. Their phone number is (214) 768-3648.
- [Altshuler Writing CenterLinks to an external site.](#)
 - The Altshuler Writing Center is open to all students who need technical advice on their assigned papers. The writing center is open most afternoons and a few evenings. To work with someone at the writing center you must make an appointment in advance. To contact please call (214) 768-3648.
- [DASSLinks to an external site.](#)
 - Students needing academic accommodations for a disability must first contact [Disability Accommodations & Success Strategies Links to an external site.](#) (DASS) at (214) 768-1470 to verify the disability and to establish eligibility for accommodations. They should then schedule an appointment with the professor to make appropriate arrangements. (See [University Policy No. 2.4Links to an external site.](#); an attachment describes the DASS procedures and relocated office.) If you have a disability accommodation you must contact DASS and have a letter of accommodation delivered to the instructor no later than the third day of class. You can email a scanned copy of your letter.
- [my.SMULinks to an external site.](#)
 - Online portal for SMU students that allows you to view personal information, emergency contact information, register for AARO (if applicable), view class schedule, enroll in classes, add/drop/swap classes, view grades and view financial aid packages.
- [SMU BookstoreLinks to an external site.](#)
 - Information on textbooks, events, buyback, promotions and more.
- [SMU BursarLinks to an external site.](#)
 - Information on student finances, bill pay and more.
- [SMU Counseling ServicesLinks to an external site.](#)
 - College can be a stressful time. There are many transitions and major life events occurring while you are a college student. If you or a friend is going through a difficult time and needs someone to talk to please seek out the resources provided by the counseling center, located in the Health Center and their phone number is (214) 768-2211. For 24 hour help contact (214) 768-2860.
- [SMU Dedman Recreation CenterLinks to an external site.](#)
 - Regular exercise is one of the best things you can do for your mental and physical well-being.
- [SMU LibrariesLinks to an external site.](#)

- SMU Libraries has reference librarians happy to help with your research needs. Contact a librarian at <http://askalibrarian.smu.edu/> [Links to an external site.](#) or call (214) 768-2326.
- [SMU OITLinks to an external site.](#)
 - OIT provides computing, information processing, and communications resources to satisfy the needs of faculty, students, and staff, and offers comprehensive support services to help them use technology effectively and creatively.
- [SMU Student AffairsLinks to an external site.](#)
 - SMU Student Affairs is a network of [departments, programs and services Links to an external site.](#) focused on supporting students' out-of-classroom experiences and co-curricular learning.
- [World Languages and Literatures Technology Lab \(Links to an external site.\)Links to an external site.](#)
 - Located in Clements 234. The lab is equipped with both Mac and PC computers. The center also provides an audiovisual center capable of showing movies from all regions of the world, a comfortable space for class meetings, reading and studying, and a newly-remodeled conference room in Clements 228 that can be reserved for both faculty and student use.

University Policies

DISABILITY ACCOMMODATIONS

Students needing academic accommodations for a disability must first register with Disability Accommodations & Success Strategies (DASS). Students can call (214) 768-1470 or visit <http://www.smu.edu/Provost/ALEC/DASSLinks to an external site.> to begin the process. Once registered, students should then schedule an appointment with the professor as early in the term as possible, present a DASS Accommodation Letter, and make appropriate arrangements. Please note that accommodations are not retroactive and require advance notice to implement.

Please, also note that for this language class, the audio-only files do not include a transcript when listening comprehension is being assessed. If needed, contact the instructor for a transcript.

RELIGIOUS OBSERVANCE

Religiously observant students wishing to be absent on holidays that require missing class should notify their professors in writing at the beginning of the term, and should discuss with them, in advance, acceptable ways of making up any work missed because of the absence. (See University Policy No. 1.9.)

EXCUSED ABSENCES for UNIVERSITY EXTRACURRICULAR ACTIVITIES

Students participating in an officially sanctioned, scheduled University extracurricular activity should be given the opportunity to make up class assignments or other graded assignments missed as a result of their participation. It is the responsibility of the student to make arrangements with the instructor prior to any missed scheduled examination or other missed assignment for making up the work. (University Undergraduate Catalog).

ACADEMIC INTEGRITY and the SMU HONOR CODE

Southern Methodist University is very proud of being an honorable community of scholars. As a faculty member, I am very proud of this tradition and feel strongly that those who violate the honor code will be dealt with through the University Honor Council. Please take the time to read the [SMU Honor CodeLinks to an external site.](#)

In addition to adhering to the SMU honor code please be aware that I consider the following behaviors to be in direct violation of academic integrity: turning in papers and academic work that is not your own, turning in work you completed in another class almost verbatim, improperly citing content from other academic and non-academic sources, copying from others during exams and quizzes, utilizing unauthorized notes during exams and quizzes, relying on other students, family members, friends, or paid service to complete your assignments and exams. *If you have any questions about what constitutes academic dishonesty, please ask me!*

Please, also note that our World Languages and Literatures Department specifically wants to make it clear that any use of translation software that is not specifically authorized by the instructor constitutes cheating.

Finally, understand that all of your papers and assignments will be submitted through **Turnitin Plagiarism Detection Service** via Canvas. Prior to submitting your work you will have an opportunity to review your personal reports and correct any missing citations.

Academic integrity statement for world languages:

In order to meet the desired learning outcomes, you need to practice using the structures and vocabulary presented in this course along with skills acquired through prior learning. Mistakes are expected at all levels, as they are a natural part of learning, and students typically make errors consistent with their language level. Submission of overly polished language samples using grammatical structures and vocabulary not introduced in this course may be considered legitimate grounds for suspecting a violation of the honor code. While specific online dictionaries and resources may be permitted for some assignments, the Department of World Languages and Literatures stipulates that any use of online translation programs or software not specifically authorized by the instructor constitutes cheating. The Honor Code prohibits giving or receiving unauthorized assistance in the preparation of work to be submitted. Examples include use of Google Translate or other web-based translation programs; handing in work done by someone else as your own (in paper or electronic form); copying from websites and answer keys; or failing to cite sources. Consequences may range from having to redo the assignment in a proctored setting, to receiving a zero on the assignment, to a failing grade in the course. Violations of the Honor Code will be reported to the Honor Council. Each student is expected to review and follow the SMU Academic Honesty and the Honor Code.

Modules Calendar

Dates	Topics	Weekly Timetables
Before May 16	Course Information Module	<ul style="list-style-type: none"> View and complete activities in Module START HERE
May 16-24	"Bonjour SMU" (Modules 1 & 2)	<ul style="list-style-type: none"> View and complete activities for Module Week 1 listed in the time table at the end of the Overview Page Complete MindTap activities for Modules 1 & 2
May 24-June 2	"Chez nous" (Modules 3 & 4)	<ul style="list-style-type: none"> View and complete activities for Module Week 2 listed in the time table at the end of the Overview Page Complete MindTap activities for Modules 3 & 4
June 3-9	"Allons au café!" (Module 5)	<ul style="list-style-type: none"> View and complete activities for Module Week 3 listed in the time table at the end of the Overview Page Complete MindTap activities for Module 5

Dates	Topics	Weekly Timetables
June 10-16	"Qu'est-ce qui s'est passé?" (Module 6)	<ul style="list-style-type: none"> View and complete activities for Module Week 4 listed in the timeline at the end of the Overview Page Complete MindTap activities for Module 6
June 17	Final Review Module	<ul style="list-style-type: none"> View and complete activities in WRAP UP Module

Module tests open every Friday and close every Sunday at 11:59 pm. New modules will become available when the test for the previous week has been submitted. MindTap activities are due by 11:00 pm on the date they are assigned.