

The University of New Mexico
Department of Foreign Languages and Literatures

Arabic 111/AFST 111: Intensive Elementary Arabic I

Fall 2018

MWF 11:00 - 11:50 Mitchell 205

TR 11:00 - 11:15 Language Learning Center Lab 1 in Ortega Hall

Welcome to the Class مرحباً بكم في الصف



<p>Instructor: Emma Trentman Email: etrentman@unm.edu Office: Ortega 309 Office Hours: T/R 12:30-1:30 and by appointment</p>	<p>Instructor: Abdullah Serag Email: aserag@unm.edu Office: Ortega 319D Office Hours: T/R 12:00-1:30 and by appointment</p>
---	---

We encourage you to visit both instructors in office hours for extra help! Please note that instructors may not be available outside of office hours for drop-ins, but we are always happy to make advance appointments.

For questions concerning assessments and accommodations, please contact Ustaaza Emma Trentman at etrentman@unm.edu

Course Materials:

- 1) *Alif Baa: Introduction to Arabic Letters and Sounds*, 3rd edition
- 2) Alif Baa Companion Website (follow instructions posted on UNM Learn to purchase online access)
- 3) *Al-Kitaab fii Ta'allum al-'Arabiyya: A Textbook for beginning Arabic*, Part 1, 3rd edition
- 4) Al-Kitaab Part 1 Companion Website (follow instructions posted on UNM Learn to purchase online access)
- 5) A red pen (or color of pen different from the color you used to do your homework)
- 6) Additional materials posted on UNM Learn (make sure you can access this site!)

Course Description and Goals: The goal of this class is to develop your Arabic skills such that you can perform a variety of activities at the ACTFL Novice Mid and Novice High levels and to

expand your cultural knowledge of the Arab world. More details about these levels are posted on UNM Learn. Throughout the course, these goals will be broken down into daily “Can-Do Statements”. You will also self-assess your ability to complete these Can-Do Statements throughout the semester. By the end of Arabic 111, you will, *inshaa’allah*:

Student Learning Objectives:

Language Skill	ACTFL Descriptor
Interpersonal Communication (Novice High)	<p>Students can:</p> <ol style="list-style-type: none"> 1. greet and leave people in a polite way. 2. introduce themselves and others. 3. answer a variety of simple questions. 4. make some simple statements in a conversation 5. ask some simple questions. 6. communicate basic information about themselves and people they know. 7. communicate some basic information about their everyday life. 8. exchange some personal information. 9. exchange information using texts, graphs, or pictures. 10. ask for and give simple directions. 11. interact with others in everyday situations. 12. have a simple conversation on a number of everyday topics.
Presentational Speaking (Novice High)	<p>Students can:</p> <ol style="list-style-type: none"> 1. present information about themselves and others using words and phrases. 2. express their likes and dislikes using words, phrases, and memorized expressions. 3. present information about familiar items in their immediate environment. 4. talk about their daily activities using words, phrases, and memorized expressions. 5. present simple information about something they learned using words, phrases, and memorized expressions. 6. present information about their life using phrases and simple sentences. 7. tell about a familiar experience or event using phrases and simple sentences. 8. present basic information about a familiar person, place, or thing using phrases and simple sentences. 9. present information about others using phrase and simple sentences. 10. talk about people, activities, events, and experiences.
Presentational Writing	Students can:

(Novice Mid)	<ol style="list-style-type: none"> 1. fill out a simple form with some basic personal information. 2. write about themselves using learned phrases and memorized expressions. 3. list their daily activities and write lists that help them in their day-to-day life. 4. write notes about something they have learned using lists, phrases, and memorized expressions. 5. write information about their daily life in a letter, blog, discussion board, or email message. 6. write short notes using phrases and simple sentences. 7. write about a familiar experience or event using practiced material.
Interpretive Listening (Novice High)	<p>Students can:</p> <ol style="list-style-type: none"> 1. understand a few courtesy phrases. 2. recognize and sometimes understand basic information in words and phrases that you have memorized. 3. recognize and sometimes understand words and phrases that they have learned for specific purposes. 4. sometimes understand simple questions or statements on familiar topics. 5. understand simple information when presented with pictures and graphs. 6. sometimes understand the main topic of conversations that they overhear. 7. understand the basic purpose of a message. 8. understand messages related to their basic needs. 9. understand questions and simple statements on everyday topics when they are part of the conversation.
Interpretive Reading (Novice Mid)	<p>Students can:</p> <ol style="list-style-type: none"> 1. recognize words, phrases, and characters with the help of visuals. 2. recognize words, phrases, and characters when they associate them with things you already know. 3. usually understand short simple messages on familiar topics. 4. sometimes understand short, simple descriptions with the help of pictures or graphs. 5. sometimes understand the main idea of published materials. 6. understand simple everyday notices in public places on topics that are familiar to them. 7. understand messages in which the writer tells or asks them about topics of personal interest.

	8. identify some simple information needed on forms.
--	--

Course Requirements and Grading:

Homework	20%
Attendance and Participation	20%
Cultural Assignments	10%
Tests	15%
Final Exam	15%
Can-Do Assessments	15%
Can-Do Surveys	5%

A+=100-97 A = 96-93 A- = 92-90 B+ = 89-87 B = 86-83 B- = 82-80

C+ = 79-77 C = 76-73 C- = 72-70 D+ = 69-67 D = 66-60 F = below 60

Homework: Daily homework is the backbone of this course. The purpose of the daily homework is to prepare you to practice the “Can-Do” statements for each day in class. Preparing for class is essential, and you should **expect to spend 2 hours on homework for every class session**. The first part of the semester will require an extra time investment on your part for the alphabet drills. This investment will pay off later: learning to connect the sounds and letters well helps you memorize vocabulary better, avoid spelling problems, and communicate effectively with native speakers with clear pronunciation.

You will complete homework both online and to hand in in class according to the assignment schedule. Online homework is due before class on the date listed on the schedule, and homework submitted in class should be handed in at the beginning of class. However, **the homework you submit online or in class is only part of the preparation you need to do before class**. Since class time will be spent practicing what you have learned at home, you are expected to know the material well when you come to class. When you come to class prepared, you get the benefit of that day’s class time and help your colleagues move forward by challenging them to do their best. **If you find it difficult to learn the material at home, do not hesitate to come to office hours or the extra help opportunities listed at the end of this syllabus.**

You will receive a homework grade out of five total points for each day’s assignment. You do not have to have everything 100% correct on your homework in order to get a five as long as you have made your best effort. Pay close attention to your instructor’s comments on your assignments, and follow up promptly in office hours if you have questions about your homework grade. Homework receiving a five:

- Is submitted on time and is complete
- Is clearly written, both in form and content
- Displays your best effort to apply the material you have studied
- Continually indicates progress and improvement

On each homework assignment:

- Write your name (in Arabic as soon as you are able to)
- Write the date the homework assignment is due
- Staple or paperclip pages together or write your name on every page
- Leave room for feedback from your instructors on the homework

Failure to do any of the above will lower your homework grade by 1/2 point.

Your lowest 3 grades for homework and homework correction will be dropped. **Late assignments will not be accepted.** However, if there are **exceptional** extenuating circumstances that will prevent you from turning in homework on time, contact your instructor to discuss the possibility of getting permission to submit late homework. If you have a planned absence previously discussed with your instructor, you must submit homework either in advance or on time electronically to receive credit.

Attendance and Participation: Each class period will be devoted to **practicing** 2-3 “Can-do” statements through in-class activities. You should expect to spend at least 75% of class time doing activities in pairs and small groups. **Active** participation in these activities **in Arabic as much as possible** is essential to improving your Arabic proficiency and doing well in this class. You will receive a daily participation grade out of five points for participation. You will receive five points when you:

- Arrive to class on time
- Are well prepared for class (have learned the new vocabulary, read the grammar explanations and examples thoroughly, listened to the recorded material on the DVD/website, worked with the new material on your own, and done assigned homework)
- Use Arabic **as much as possible**
- Participate actively in class work and group work to develop your speaking, reading, writing, and listening skills
- Stay focused on task objectives

If you do not meet these criteria, your daily participation grade will be lowered. Your daily grade will be posted on UNM Learn; if you have a question about your grade, please contact your instructor. If you are absent, you will receive a zero for that class. If you need to miss class for **excused** reasons such as illness, you must email your instructor **at least one hour before class starts**. Your lowest two attendance grades will be dropped. Students with perfect attendance will receive 1% extra credit on their final grade. If there are exceptional extenuating circumstances that will result in you missing an extended amount of class, contact your instructor to discuss possible solutions.

Cultural Assignments: There will be four scheduled cultural discussions in English over the course of the semester. The topics will be selected from among topics of interest to you and your classmates, and you will need to prepare for each discussion by doing research on this

topic. Plagiarism is not allowed on these assignments; please see the academic dishonesty section below.

Tests: There will be four scheduled in-class tests over the course of the semester. These tests may include vocabulary, grammar, reading, writing, speaking and listening. If you will miss/have missed a test, contact your instructor as soon as you know that you will be missing/have missed it. If you have not contacted your instructor within 24 hours after the test has been given to discuss the possibility of a make-up, you will receive a "0". Requests for make-ups will be considered on a case-by-case basis. The **tentative** dates for these tests are September 10, October 1, October 26, and November 30.

Final Exam: The final exam will be comprehensive, and include sections reading, writing, speaking, and listening. The speaking part will consist of an oral interview administered individually during finals week. The listening section will be given in class **December 4th**, and the written exam will be given on **Monday, December 10th**.

Can-Do Assessments: Throughout the semester, we will be using Can-Do statements to guide our learning. You will be required to complete weekly various assignments that require you to self-assess your ability to complete these statements or demonstrate your ability to do them. Certain entries that require more effort (such as interviewing an Arabic speaker) will count double. In addition to helping your instructors plan and assess your learning, these assignments will serve as a portfolio of your learning throughout the semester. The **tentative** dates for these assignments are September 27, October 15, November 8, and November 20.

Can-Do Surveys: Throughout the semester, we will be using Can-Do statements to guide our learning. You will be required to complete a weekly survey self-assessing your ability to do what we have covered in class the last week. **You will receive full credit for completing the survey, you do not have to feel that you "can do" all of the functions.** Your instructors will use these results to design review sessions before the tests and exams, so the more accurate your replies are on these surveys, the more you will gain from the review sessions.

Extra Credit: You may receive up to two points total of extra credit on your final grade. There are two opportunities for extra credit:

- 1) Perfect Attendance:** Students who have perfect attendance with no participation grade lower than a 4 will automatically receive 1% extra credit
- 2) Extracurricular activities:** You can receive up to two percentage points of extra credit for attending Arabic-related events on campus, including Arabic Club participation and going to CAPS tutoring and conversation hours. A list of these events will be on UNM Learn, and you will receive .5% for each event attended (some of which may require the submission of a brief report) up to a total of 2% extra credit.



Accommodation Statement: In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for

any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructors' attention, as we are not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructors as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 for additional information.

If you need an accommodation based on how course requirements interact with the impact of a disability, you should contact us to arrange an appointment as soon as possible. At the appointment we can discuss the course format and requirements, anticipate the need for adjustments and explore potential accommodations. We rely on the Disability Services Office for assistance in developing strategies and verifying accommodation needs. If you have not previously contacted them we encourage you to do so.

Academic Dishonesty: Academic dishonesty includes dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; and hindering the academic work of other students. You are encouraged to work together on homework assignments, but must turn in your own work. You may not use electronic devices or copy the work of others on tests and exams.

For more information, see the following links:

Student Code of Conduct:

<http://pathfinder.unm.edu/campus-policies/student-code-of-conduct.html>

Academic Integrity:

<http://dos.unm.edu/student-conduct/academic-integrityhonesty.html>

Withdraw: After the deadline to drop a course without Dean's approval (12th week of the semester for 16 week courses – check registrar.unm.edu for all course deadlines), you must obtain approval from the Dean of your college. Through your advisement center you may petition for Dean's approval. This process is for dropping one or more courses but not all courses for the semester. If you need to drop all of your courses, please meet with the Dean of Students Office (dos.unm.edu).

Criteria: Students may be allowed to drop courses because they have extenuating circumstances that prevent them from completing their course. Extenuating circumstances include but are not limited to:

- Medical condition of student or immediate family member that has made it impossible to continue the course
- Death of an immediate family member that necessitates leaving the University
- A work schedule that is requiring travel, extended work hours, or reassignment

Extra Help: In addition to your instructor’s weekly office hours, the Language Learning Center offers free tutoring and conversation groups for Arabic through the Center for Academic Program Support (CAPS). Details and times can be found on the LLC website: <http://llc.unm.edu/> and the CAPS website: <http://caps.unm.edu>. The Arabic Club also offers tutoring, and information about meeting times will be posted on UNM Learn. If you have questions about material covered in class, or simply want more practice, be sure to take advantage of these opportunities. Don’t be shy—these opportunities exist to help you!

Limitation of the Syllabus:

This syllabus is intended to serve as an outline and guide to this course. It is not entirely exhaustive and it may be revised, changed or augmented as deemed fit by the instructor. It is intended that the course will generally follow the syllabus but this is not restrictive. (Grading percentages for categories are fixed as is the final exam date and time.)

Appropriate language placement: Language courses are most effective when all students in the class are at a similar level of competency. The department reserves the right to determine placement and to drop any student whose language proficiency level is inappropriate.



How To Do Well In This Class:

We can make more progress in this class by creating an Arabic speaking community of which you will be a fully participating member. Talk in Arabic all the time with me and your classmates. Don't try to translate in English for a classmate who doesn't understand something. If your words fail you, ask me in Arabic (كيف نقول..... بالعربية؟) instead of breaking into English.

The following are some tips that will help you get the most out of this course:

Study out loud & in pairs or groups: ask each other questions, brainstorm about assignments, go over materials covered together.

Personalize vocabulary: use the words you learn at class and in the book to talk about yourself with them. Write extra sentences that are meaningful to you so that the vocabulary becomes yours.

Learn from your own mistakes and those of others: We are all here to learn from our mistakes. When speaking, try not to focus on the mistakes you might be making and instead focus on communicating! When your classmates are speaking, be an active listener and think of how you would correct their sentences.

Develop good study habits: Keep all your Arabic materials in one place. Don't throw away the old quizzes and homework! Review all the corrections of your homework and see how you can avoid making the same mistakes. Come to the office as often so you can communicate or practice. We love seeing students! Use flashcards for the vocabulary items, and use them to talk to each other outside the class room.

Repetition: go through the new vocabulary items over and over. Repeat after the speaker on the DVD till you are able to pronounce correctly. It is not impossible to develop native speaker proficiency if you put in enough effort!

Ask for help: At times, you may feel frustrated or overwhelmed with Arabic. This is a natural part of the learning process. If this happens in class, ask your instructor or classmates for help or to repeat information. If you think you are the only one who doesn't understand an activity or instruction, you are probably wrong, and your classmates will be relieved you asked. Outside of class, make use of office hours and the extra help opportunities listed on your syllabus.

Disclaimer:

Any material in any format whether written, audio or video and which we will be exposed to in the class does not necessarily reflect the instructor's opinions or beliefs. The material that will be used is solely for educational purposes.

فصل دراسي سعيد إن شاء الله
Have a great term 😊