

**WASHTENAW COMMUNITY COLLEGE
COURSE-SYLLABUS APPROVAL FORM (CSAF)**

For help screens, select a field and press F1

SECTION I. COURSE SUBMISSION INFORMATION

1. **Course:** (Enter proposed discipline, number & title here. If changing the number or title of an existing course, give old number or title in box 4 below.)
Discipline/No: FREN 121 **Title:** INTERMEDIATE CONVERSATIONAL FRENCH
 Banner allows only 29 characters and spaces, for the title. Longer titles will have to be abbreviated.

Division Code: HRS Department Code: FLG Effective Term: FALL 2002 Do not publish on the Time Schedule
 Do not publish in College Catalog

2. **Type of Approval:** (applies to both new courses and changes)
 Full Approval
 Conditional Approval
 This proposal previously received conditional approval for the Term: _____

3. **Reason for Submission:** This Course is being submitted for: (check all that apply)
 New Course Approval (Skip 4 and go directly to 5.)
 Five-year Syllabus Review No changes to course (Submit complete syllabus)
 Major Change(s) (Submit complete syllabus)
 Minor Change(s)* (For fully approved courses, you can submit this page and revised sections.)
 Reactivation of Inactive Course
 Inactivation (Submit this page only.)
 *When requesting a change to a course that has only conditional approval, you must submit a complete syllabus.

4. **Change Information:** (Check all that apply. Make proposed changes in Section III, Course Syllabus.)

Minor Changes <input checked="" type="checkbox"/> Course Discipline/Number (was <u>121 TO 110</u>) <input type="checkbox"/> Course Title (was _____) <input type="checkbox"/> Course Description <input type="checkbox"/> Class Capacity (was: ____) <input type="checkbox"/> Pre or Corequisites <input type="checkbox"/> Course Objectives (minor changes) <input type="checkbox"/> Distribution of Contact Hours (old contact hours were: lect: _____ lab _____ clin _____ other _____) <input checked="" type="checkbox"/> Other <u>DELETE TEXT INFORMATION</u>	Major Changes (Major changes will be reviewed by Curriculum Committee.) <input type="checkbox"/> Credit hours (credits were: _____) <input type="checkbox"/> Change in Grading Method <input type="checkbox"/> Total Contact Hours (total contact hours were: _____) <input type="checkbox"/> Approval for offering an Honors Section (Attach Honors Approval Form.) <input type="checkbox"/> Approval for offering Distance Learning Sections (Attach Distance Learning Approval Form) <input type="checkbox"/> Other _____
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5. **Rationale:** (for new course or changes)
1) INTEGRITY OF SEQUENCING 2) TEXT/MATERIALS AT DISCRETION OF INSTRUCTOR

SECTION II. COURSE REVIEW INFORMATION AND SIGNATURES

1. **Department Review** (To be completed by department chair)

Will any new resources be required? yes (Attach Resource Form) No new resources are anticipated.
 Which departments, that may be affected by this course, have been consulted? _____
 (Attach any relevant documentation)
 Does the department support approval of this course? yes no (if no, initial and return to preparer with rationale.)

Print: R. BIEDERMAN Signature R. Biederman Date: 1/29/02
 Faculty/Preparer

Print: R. BIEDERMAN Signature R. Biederman Date: 1/29/02
 Department Chair

2. **Division Review** (To be completed by division dean; if recommendation is no, initial and return to department with rationale attached.)

Is this a curricular priority for your division? yes no (Comment _____)
 What is the estimated enrollment? _____

Recommendation Yes No _____
 Dean's Signature _____ Date _____

3. **Curriculum Committee Review** (Attach additional comments if necessary and forward to Executive Vice President.)

Recommendation Yes No _____
 Curriculum Committee Chair's Signature _____ Date _____

4. **Vice President for Instruction and Student Services Approval** (Attach additional comments if necessary.)

Approval Yes No _____
 Executive Vice President's Signature _____ Date _____

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SECTION III. COURSE SYLLABUS

A. COURSE DETAILS (Start with #1.)

Discipline & No.: FRN 110 **Title:** Intermediate Conversational French

Course and title will automatically appear above upon saving or previewing

1. Description: (Please be brief. Explain acronyms if used.)

This course emphasizes the use of spoken French in everyday contexts. Students work on improving aural/oral skills. By semester's end, students should feel comfortable creating with language in the present, past, and future tenses. This course does not satisfy four year college language requirements.

2. Credit Hours: <u> 2 </u> If Variable credit, Give Range: _____ to _____ credits If repeatable for credit, how many times _____	3. Contact Hours per Semester: Lecture: <u> 30 </u> Lab: _____ Clinical: _____ Other: _____ Total Contact Hours: <u> 30 </u>	4. Class Capacity: <u> 30 </u> (If nonstandard, attach Class Capacity Exception form.)	5. Course Options: <input type="checkbox"/> Distance learning (Attach DL Form) <input type="checkbox"/> Honors (Attach Honors Addendum.) <input type="checkbox"/> P/NP Grading
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6. Prerequisite(s) and/or "Course	Min Grade	*Concurrent Enrollment	Test Name	Min. Score	**Level "Y"	Other Prerequisites		
						I	II	
<input type="checkbox"/> <input checked="" type="checkbox"/> <u>FRN 109/120</u>	_____	<input type="checkbox"/>	_____	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	<u>1 semester college French</u>	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

Consent Required

7. Corequisites: (limit of 2)

* Can take prerequisite before or concurrently with this course.
 **Level I is enforced in Banner; Level II is enforced by instructor on 1st day of class.

8. Course Purpose: <input type="checkbox"/> Program Requirement <input type="checkbox"/> General Education <input type="checkbox"/> Program Support <input type="checkbox"/> Basic Skills/Developmental <input type="checkbox"/> Transfer <input type="checkbox"/> Industry/Professional Dev <input checked="" type="checkbox"/> Enrichment	If a program requirement, specify the program(s) <u>NONE</u>	Please send syllabus for Transfer evaluation to: <input checked="" type="checkbox"/> EMU <input checked="" type="checkbox"/> UM <input checked="" type="checkbox"/> MSU	Accepted for transfer: (attach documentation) <input type="checkbox"/> EMU _____ <input type="checkbox"/> UM _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
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9. Terms Course will be offered:		Day	Eve	Even years only	Odd years only
Terms	Session Length (e.g. 15 weeks, 1 st 7½ weeks, etc.)				
<input type="checkbox"/> Fall	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Winter	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Spr/Summer	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. MAJOR INSTRUCTIONAL UNITS A major instructional unit is a grouping of topics that naturally relate to one another. Add additional numbers as needed. (This section is unprotected so that you can cut and paste from other documents.)

Instructor may pick topics which suit the needs of class; some may be combined. Of the 25 suggestions, Nos. 1-8 may be considered "core" units, used in conjunction with the notional/functional (Nos. 9-25) as instructors wishes.**

**N.B. The instructor shall choose the notional/functional units which s/he deems appropriate. If combining is done, 10-15 units may be covered in 1 semester.

1. The Present Tense
2. Passé Composé
3. Imperfect

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4. The distinction between the passé composé and the imperfect tenses.
5. The Future Tense
6. The Conditional Mode
7. The Subjunctive Mode
8. Kinesics (gestures, body language)
9. Greetings/leave taking, politeness formulae
10. Supplying and asking for biographical information
11. Expressing likes/dislikes/preferences
12. Numbers, prices, telling time, dates
13. Following directions; giving simple directions
14. Using the telephone
15. Coping at the Post Office
16. Simple Banking Operations
17. Transportation: Planes, trains, busses, metro
18. Coping at the Gas Station
19. Renting a Car
20. Securing Lodging: hotels, apartments
21. Food and Clothes Shopping
22. Ordering at restaurants and cafés
23. Going to the doctor
24. Sports and leisure time activities
25. Work and School

C. INSTRUCTIONAL OBJECTIVES

DIRECTIONS: Use student outcomes-based language. (Example: Upon visiting a gravel pit students will observe, analyze and describe in one page the weathering processes.) Units should match those listed in Section B.

(This section is unprotected. You may cut and paste from other documents as needed.)

Unit 1 The Present Tense (core unit)

1. The student shall learn to express him/herself in the present tense.

Unit 2 Passé Composé

1. The student shall learn to speak about discreet/punctual events in the past.

Unit 3 Imperfect (core unit)

1. The student shall learn to speak about habitual/actions, describe in the past.

Unit 4 Distinction between Passé Composé and Imperfect

1. The student shall learn to distinguish between the passé composé and imperfect tenses in order to successfully narrate in the past tense.

Unit 5 & 6 (best combined) Future/Conditional (core unit)

1. The student shall learn the correct regular and irregular forms used in the future tense and the conditional mode.
2. The student shall learn to express him/herself in the future.
3. The student shall learn to express contrary-to-fact statements.
4. The student shall learn to hypothesize.

Unit 6 The Subjunctive Mode (core unit/optional)

1. The student shall review the various regular and irregular verb conjugations in the subjunctive mode.
2. The student shall learn how to express and support (simple) opinions.

Unit 7 Kinesics (core unit)

1. The student shall learn French movements and gestures to further enhance his communication in the extra-linguistic realm.

Unit 8 Greetings/Leave taking, politeness formulae

1. The student shall learn basic politeness formulae required for everyday functioning in French speaking societies.

Unit 9 Supplying and asking for biographical information

1. The student shall learn to speak about him/herself, family and solicit the same information from others in moderate detail.

Unit 10 Expressing likes/dislikes/preferences

1. The student shall learn to express likes, dislikes and preferences and to solicit like information from others in moderate detail.

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Unit 11 Numbers, prices, telling time, dates

1. The student shall review numbers (0 to infinity).
2. The student shall review telling time, including the use of the twenty-four hour clock.
3. The student shall learn how to ask and report prices.
4. The student shall learn the money denominations of France, Belgium, Switzerland, Luxemburg, and Canada.
5. The student shall learn to understand and produce dates (b.c.e to present).

Unit 12 Directions

1. The student shall learn to understand and follow moderately complicated directions.
2. The student shall learn to give relatively simple directions.

Unit 13 Telephone

1. The student shall learn where to obtain a telephone card and how to use it.
2. The student shall learn how to telephone from less habitual places (cafés, post offices.)
3. The student shall learn how to use information and various emergency numbers.
4. The student shall learn about France's Minitel and how to utilize its services.
5. The student shall learn how to politely take telephone messages..

Unit 14 The Post Office

1. The student shall learn how to correctly identify the window performing the desired service.
2. The student shall be given the necessary elements in order to purchase stamps, aerogrammes, send a letter via express mail, send a registered letter.
3. The student shall learn how to effectively deal with a rude counter employee.

Unit 15 Banking

1. The student shall learn how to inquire about the day's exchange rate.
2. The student shall learn how to negotiate for a better rate.
3. The student shall learn how and where to change money and what is required of him/her for such transactions in France.
4. The student shall learn how to write a French check.

Unit 16 Transportation

1. The student shall learn how to use various means of public transportation, including planes, trains, the metro and taxis.
2. The student shall learn how to make, break and change plane and train reservations.
3. The student shall learn the French "particulars" of train travel i.e. when it might be preferable to use a plane or automobile, the importance of date-stamping the ticket, when it is (not) important to secure an advance reservation.
4. The student shall learn how to read a metro map and use the Paris metro.
5. The student shall learn how to most effectively purchase metro tickets and where to obtain them if the ticket windows are closed.
6. The student shall learn how to cope with French taxi drivers as well as the "particulars" of French taxis: taxi stands, indicating a preferred itinerary (to avoid being overcharged), proper tipping, hidden charges, non-metered fares, the fact that, once the taxi is ordered, the meter is turn on.

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Unit 17 Gas Station

1. Students shall learn how to cope at the gas station: i.e. getting one's tank filled and having minor repairs performed.

Unit 18 Renting a car

1. The student shall learn how to secure a car through a rental agency and how to inquire about the terms of the contract and insurance requirements.

Unit 19 Securing Lodging

1. The student shall learn how to make, break and change hotel reservations.
2. The student shall learn how to use newspaper ads to seek out temporary lodging.
3. The student shall learn how to secure lodging through an agency.
4. The student shall learn the particulars of French leases: duration, how to cancel, sublet.

Unit 20 Food and Clothes Shopping

1. The student shall learn when, where and how to food shop, including particulars such as bagging groceries, obtaining a basket or a filet to put one's provisions in, how to negotiate at the market, how to ask for cuts of meat, vegetables.
2. The student shall learn how to clothes shop in France and how to effectively use the sales season to save money.

Unit 21 Restaurants/Cafés

1. The student shall develop an awareness of French drinking patterns and what beverages should not be ordered at mealtime as well as what is considered appropriate before and after meals.
2. The student shall learn how to conduct him/herself when invited to a French home for dinner, including (1) the type of gift to bring; (2) what to say and what not to say; (3) how one is expected to take "seconds" but not "thirds;" (4) how to politely tell the host/ess "I'm full;" (5) how to hold one's silverware.
3. The student shall develop an appreciation for French cuisine and its importance in society from a historical point of view.
4. The student shall learn how a traditional seven-course French dinner is served.
5. The student shall learn how to place an order in a French restaurant and how to save money by choosing the menu as opposed to ordering à la carte.
6. The student shall develop an awareness of the social and historical significance of the French café, what this means today and how to order drinks and/or a light snack meal at a brasserie.

Unit 22 Going to the Doctor

1. The student shall learn how to cope with a routine medical visit, including the description of common ailments which may befall a tourist.
2. The student shall develop an awareness of the advantages and disadvantages of the French National Health Care System.
3. The student shall learn how to obtain prescription drugs at the chemist's.

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Unit 23 Sports & Leisure

1. The student shall learn how to describe his/her sports and leisure time activities and how to solicit such information from others in moderate detail.
2. The student shall develop an awareness of sports/leisure time behavioral patterns in French society.
3. The student shall learn of the importance of the arts in French Society, including, but not limited to, music, theatre, dance, literature, cinema.

Unit 24 Work and School

1. The student shall learn how to speak about the professional arena as it applies to his/her world and to solicit such information from others in moderate detail.
2. The student shall develop an awareness of the employment situation in France, its positive and negative aspects, as well as the good and the bad regarding the educational system.

D. INSTRUCTIONAL METHODS, EVALUATION CRITERIA, AND ASSESSMENT

1. Instructional Methods: (Check the appropriate boxes and describe as needed.)

<input checked="" type="checkbox"/> Lecture/Discussion _____	<input type="checkbox"/> Performances _____
<input type="checkbox"/> Clinical Instruction _____	<input type="checkbox"/> Group Critiques _____
<input type="checkbox"/> Laboratory Assignments _____	<input type="checkbox"/> Field Trips _____
<input type="checkbox"/> Internet Assignments _____	<input type="checkbox"/> Telecourse _____
<input type="checkbox"/> Computer Simulations _____	<input type="checkbox"/> ITV Course _____
<input type="checkbox"/> On-Site Work Experience _____	<input type="checkbox"/> Self-Paced Instruction _____
<input type="checkbox"/> Team Assignments _____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Demonstrations _____	<input type="checkbox"/> Other _____

2. Evaluation Criteria:

<input checked="" type="checkbox"/> Attendance _____	<input checked="" type="checkbox"/> Quizzes _____
<input checked="" type="checkbox"/> Class Discussion _____	<input checked="" type="checkbox"/> Tests _____
<input type="checkbox"/> Papers _____	<input type="checkbox"/> Midterm _____
<input type="checkbox"/> Portfolios _____	<input checked="" type="checkbox"/> Final Exam _____
<input type="checkbox"/> Projects _____	<input type="checkbox"/> Presentations _____
<input type="checkbox"/> Reports _____	<input type="checkbox"/> Individual Performance _____
<input type="checkbox"/> Clinical Assignments _____	<input type="checkbox"/> Group/Team Performance _____
<input type="checkbox"/> Home Work _____	<input type="checkbox"/> Other _____

3. Assessment of Student Achievement: (Indicate methods that will be used for NCA mandated assessment of student academic achievement at the course and (if applicable) general education levels)

<input type="checkbox"/> Departmental Exam _____	<input type="checkbox"/> Pre-test/Post-test _____
<input type="checkbox"/> Follow-on Tracking _____	<input type="checkbox"/> Simulations _____
<input type="checkbox"/> Standardized Test _____	<input type="checkbox"/> Comprehensive Project _____
<input type="checkbox"/> Portfolio Assessment _____	<input type="checkbox"/> Other _____

F. EQUIPMENT, FACILITIES, TEXTS, MATERIALS, AND SUPPLIES

1. Special Equipment/Facilities : (Check the appropriate boxes and describe as needed.)

<input checked="" type="checkbox"/> Lab equipment Language Lab _____	<input type="checkbox"/> ITV Classroom _____
<input type="checkbox"/> Computer Lab _____	<input type="checkbox"/> Off-Campus Sites _____
<input type="checkbox"/> CD ROM's _____	<input type="checkbox"/> Testing Center _____
<input type="checkbox"/> Data Projector/Screen _____	<input type="checkbox"/> Other _____
<input type="checkbox"/> VCR _____	<input type="checkbox"/> Other _____
<input type="checkbox"/> TV Monitor _____	<input type="checkbox"/> Other _____

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2. Texts: (Please indicate if no text is required.)

Title: As Determined by Instructor

Author: _____ Copyright Yr: _____

Publisher: _____ Est. Cost: _____

Title: _____

Author: _____ Copyright Yr: _____

Publisher: _____ Est. Cost: _____

Title: _____

Author: _____ Copyright Yr: _____

Publisher: _____ Est. Cost: _____

Title: _____

Author: _____ Copyright Yr: _____

Publisher: _____ Est. Cost: _____

Additional Texts:

3. Supplies and/or Uniforms students will have to Acquire: (e.g. calculators, uniforms, tools, etc.)

Descriptions	Cost Estimates
_____	_____
_____	_____
_____	_____

4. Reference Materials that will be used: (e.g. journals, books, manuals, maps, LRC reserves, etc.)

Title/Name	Location
_____	_____
_____	_____

5. Computer Software that will be used:

Title/Name	Location
_____	_____
_____	_____
_____	_____

6. Audio/Visual Materials that will be used: (e.g. films, video tapes, slides, audio tapes, CDs, etc.)

Title/Name	Location
_____	_____
_____	_____
_____	_____