

## **FRENCH 3265B - BRESCIA UNIVERSITY COLLEGE - 2014-2015**

### **CURRENT CALENDAR DESCRIPTION:**

#### **French 3265A/B Bridging University & French Second Language Classrooms**

This course provides students with an introduction to teaching French as a second language. In addition to learning through assisting in the classroom students will participate in a weekly seminar with a qualified French instructor to reflect critically on their experiences.

**Prerequisite(s):** A minimum of 15 hours participation in the Brescia French Volunteer Teacher Program. Registration limited to students in Honors French at Brescia with a minimum of 75% in their French module or by permission of the Department.

3 lecture/tutorial hours. 0.5 course.

### **HOURS PER WEEK:**

2 hours per week assisting in a local French language classroom

1 hour lecture:            Tuesday            10:30-11:30    UH 26

### **COURSE DESCRIPTION:**

This course provides students with a glimpse of the teaching profession. You will experience firsthand some of its joys and challenges. In addition to reflective activities designed to help you benefit from your experiences in assisting in a French language classroom, you will spend some time doing research on an educational issue. Assigned readings will help you prepare for classroom lectures and discussions on topics such as: effective teaching vs. ineffective teaching, classroom management, and how to produce responsible behaviour.

### **LEARNING OUTCOMES:**

By the end of this course, you will be able to:

- 1) reflect critically on the teaching profession through readings, discussions, lectures, and a placement experience
- 2) apply your knowledge of French in a local French classroom setting
- 3) understand the basic differences between effective and ineffective teaching
- 4) discover some practical ways to be an effective teacher and have your future classroom ready to welcome students
- 5) identify and plan ways to respond to classroom situations such as student misbehaviour

### **REQUIRED TEXT:**

Bennett, Barrie and Peter Smilanich. Classroom Management: A Thinking & Caring Approach.

### **SUPPLEMENTARY TEXTS:**

**NB:** Although these books are on reserve in the Library, you are encouraged to purchase your own copies, if possible, as you will find them very helpful in your teaching career.

Jones, Fred. Tools for Teaching: Discipline, Instruction, Motivation.

Wong, Harry K. and Rosemary T. Wong. The First Days of School: How to Be an Effective Teacher.

## **PROGRAM**

**To participate actively in class discussions, please have the assigned readings completed ahead of time.**

APPROXIMATE DATES	WORKS / ASSIGNMENTS
Jan. 5-23	- general introduction to the classroom setting - effective vs. ineffective teaching <u>Readings:</u> 1) Bennett: ch. 1-4 (especially ch. 2&3) 2) Jones: ch. 1 3) Wong: the entire book is on how to be an effective teacher - discussion of other classroom issues as time allows
Jan. 26-Feb. 13	- classroom management skills <u>Readings:</u> 1) Bennett: ch. 1, 2, 3, 8 2) Jones: ch. 2-12 3) Wong: sections C & D - discussion of other classroom issues as time allows
Feb. 23-Apr. 8	- student misbehaviour: a) understanding its causes    b) preventing it and responding to it effectively <u>Readings:</u> 1) Bennett: ch. 5-9 (Prevention); ch. 10-16 (Responding) 2) Jones: ch. 2; 13-25 - research presentations and discussions - discussion of other classroom issues as time allows - April 3: Good Friday - April 8: Classes end - April 9-10: Study Days - April 11-30: Exams

**DISTRIBUTION OF MARKS:**

Classroom Placement:	- 20 hours minimum (10%)	15%
	- onsite visit (5%)	
Participation in Weekly Discussions:		10%
Reflective Journal: to be submitted every other week (5 submissions):		10%
Research Assignment:	- oral presentation (15%)	
	- written paper (20%)	35%
Final Exam (2 hours):		30%

**PLEASE PAY STRICT ATTENTION TO THE PAGES ON PLAGIARISM AND ACADEMIC ACCOMMODATION FOR 10% OR MORE WHICH ARE ATTACHED TO THIS OUTLINE.**

**THE WEBSITE FOR APPEALS FOR MEDICAL ACCOMMODATION IS:**

<http://www.uwo.ca/univsec/handbook/appeals/medical.pdf>

**ACADEMIC ACCOMMODATION FOR A VALID REASON FOR MISSING WORK WORTH LESS THAN 10% WILL BE DETERMINED BY THE INSTRUCTOR ON AN INDIVIDUAL BASIS. DOCUMENTATION MAY BE REQUIRED.**

**INSTRUCTOR:**

Sister Mary Frances Dorschell  
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e-mail: [mdorsche@uwo.ca](mailto:mdorsche@uwo.ca) - e-mail is checked once a day  
on weekdays only

**OFFICE HOURS:**

- You are welcome to come to my office or to phone me when you wish.
- You are also welcome to make an appointment.

## BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

### 1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation must be made through an Academic Advisor and include supporting documentation. Academic accommodation on medical grounds will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Appropriate academic accommodation will be determined by the Dean's Office in consultation with the student's instructor(s). Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are not grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is required if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded under the Medical Documentation heading of the following website: <https://studentservices.uwo.ca/secure/index.cfm> . If it is not possible to have an SMC completed by the attending physician/nurse practitioner, the student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is not adequate to support a request for academic accommodation. All documentation is to be submitted to an Academic Advisor.

Whenever possible, requests for academic accommodation should be initiated in advance of due dates, examination dates, etc. Students must follow up with their professors and Academic Advisor in a timely manner.

The full statement of University policy regarding extensions of deadlines or makeup exams can be found at <http://www.westerncalendar.uwo.ca/2014/pg117.html>

### 2. ACADEMIC CONCERNS

If you feel that you have a medical or personal problem that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds may not be considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult an Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, [www.registrar.uwo.ca](http://www.registrar.uwo.ca), for official dates). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility. The Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory.

### 3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate.

#### 4. POLICY ON CHEATING & ACADEMIC MISCONDUCT

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf).

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Students are urged to read the section on Scholastic Offences in the Academic Calendar. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Academic Misconduct in the Western Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Student Services Centre, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

##### Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system.

Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com.

##### Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

#### 5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal signed by the student must be sent to the Department Chair. If the response of the department is considered unsatisfactory to the student, she may then submit a signed, written appeal to the Office of the Dean. Only after

receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office, or you can consult an Academic Advisor. Students are advised to consult the section on Academic Rights and Responsibilities in the Western Academic Calendar.

#### 6. PREREQUISITES AND ANTIREQUISITES

Unless you have either the prerequisites for a course or written special permission from your Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

Similarly, you will also be deleted from a class list if you have previously taken an antirequisite course unless this has the approval of the Dean. These decisions may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course because you have taken an antirequisite course.

#### 7. SUPPORT SERVICES

The Brescia University College Registrar's website, with a link to Academic Advisors, is at [http://www.brescia.uwo.ca/academics/registrar\\_services/index.html](http://www.brescia.uwo.ca/academics/registrar_services/index.html) . The Western Registrar's website is at <http://www.registrar.uwo.ca/index.cfm> . The website for the Student Development Centre at Western is at <http://www.sdc.uwo.ca/> . Students who are in emotional/mental distress should refer to Mental Health @ Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.