

**The University of New Mexico**  
**Department of Foreign Languages and Literatures**

**Arabic 112/AFST 112: Intensive Elementary Arabic II**  
**6 credit hours**  
**Spring 2018**  
**MWF 8:00 – 8:50, Mitchell 121**  
**TR 8:00 – 9:15, LLC Lab 1**

<b>MWF Instructor:</b> Heather Sweetser <b>Email:</b> <a href="mailto:hsweetser@unm.edu">hsweetser@unm.edu</a> <b>Office:</b> Ortega 312 <b>Office Hours:</b> WF, 9:30-10:30, and by appointment	<b>T Instructor:</b> Emma Trentman <b>Email:</b> <a href="mailto:etrentman@unm.edu">etrentman@unm.edu</a> <b>Office:</b> Ortega 309 <b>Office Hours:</b> T, 12:30-1:30, R, 3:30-4:30, and by appointment	<b>R Instructor:</b> Abdullah Serag <b>Email:</b> <a href="mailto:aserag@unm.edu">aserag@unm.edu</a> <b>Office:</b> Ortega 351A <b>Office Hours:</b> R, 9:30-10:45, and by appointment
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This is a team-taught class, and we encourage you to visit all instructors in office hours for extra help! For questions concerning assessments and accommodations contact Ustaaza Heather.

**أهلا وسهلا في فصل اللغة العربية!**  
**Welcome to Arabic Class!**

**Course Materials:**

- 1) *Al-Kitaab fii Ta'allum al-'Arabiyya: A Textbook for beginning Arabic*, Part 1 3<sup>rd</sup> edition
- 2) Al-Kitaab Part 1 Companion Website (if you took Arabic 111, your access is still good, but you will need to enroll in 112)
- 3) 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 the language functions listed at the ACTFL Intermediate Low and Mid levels in presentational speaking, listening, reading, and writing, and interpersonal communication, and to expand your cultural knowledge of the Arab world. More details about these levels are posted on UNM Learn. These general Can-Do statements will be broken down into more specific ones on a daily basis.

**Student Learning Outcomes:**

Language Skill	NCSSFL-ACTFL Can-Do Statements
Interpersonal Communication	Students can . . . <ul style="list-style-type: none"> <li>• make plans with others</li> <li>• ask and answer questions on factual information that is familiar to me</li> <li>• use the language to meet their basic needs in familiar situations</li> <li>• start, maintain, and end a conversation on a variety of familiar topics</li> <li>• talk about their daily activities and personal preferences</li> <li>• use their language to handle tasks related to their personal needs</li> <li>• exchange information about subjects of special interest to them</li> <li>• exchange information related to areas of mutual interest</li> <li>• use their language to do a task that requires multiple steps.</li> </ul>
Presentational Speaking	Students can . . . <ul style="list-style-type: none"> <li>• give basic instructions on how to make or do something using phrases</li> </ul>

	<p>and simple sentences</p> <ul style="list-style-type: none"> <li>• present basic information about things they have learned using phrases and simple sentences</li> <li>• talk about people, activities, events, and experiences</li> <li>• express their needs and wants</li> <li>• present information on plans, instructions, and directions.</li> <li>• present songs, short skits, or dramatic readings.</li> <li>• express their preferences on topics of interest</li> <li>• make a presentation about their personal and social experiences</li> <li>• make a presentation on something they have learned or researched</li> <li>• make a presentation about common interests and issues and state their viewpoint</li> <li>• present information on academic and work topics</li> <li>• make a presentation on events, activities, and topics of particular interest.</li> </ul>
Presentational Writing	<p>Students can . . .</p> <ul style="list-style-type: none"> <li>• write basic information about things they have learned</li> <li>• ask for information in writing</li> <li>• write about people, activities, events, and experiences</li> <li>• prepare materials for a presentation</li> <li>• write about topics of interest</li> <li>• write basic instructions on how to make or do something</li> <li>• write questions to obtain information</li> <li>• write messages and announcements</li> <li>• write short reports about something they have learned or researched.</li> </ul>
Interpretive Listening	<p>Students can . . .</p> <ul style="list-style-type: none"> <li>• understand basic information in ads, announcements, and other simple recordings</li> <li>• understand the main idea of what they listen to for personal enjoyment</li> <li>• understand messages related to their everyday life.</li> <li>• easily understand straightforward information or interactions</li> <li>• understand a few details in ads, announcements, and other simple recordings</li> </ul>
Interpretive Reading	<p>Students can . . .</p> <ul style="list-style-type: none"> <li>• identify some information from news media</li> <li>• understand simple personal questions</li> <li>• understand basic information in ads, announcements, and other simple texts</li> <li>• understand the main idea of what they read for personal enjoyment</li> <li>• read simple written exchanges between other people</li> <li>• understand accounts of personal events or experiences</li> <li>• sometimes follow short, written instructions when supported by visuals</li> <li>• understand the main idea of and a few supporting facts about famous people and historic events.</li> </ul>

## Course Requirements and Grading:

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

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.**

You will complete homework both online and to hand in in class. Online homework is due before each class period, 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 the Can-Do Statement for which you have learned or reviewed vocabulary and read or listened to an example, you are expected to know the homework 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
- 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 (i.e., double space)

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

Your lowest 3 grades for homework will be dropped for purposes of grade calculation. 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.

**Attendance and Participation:** Class time will be devoted to practicing your ability to do the daily Can-Do Statement, building on your at-home preparation. 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 (are ready to use the vocabulary, grammar, listening and reading texts from the homework to practice the daily Can-Do)
- 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. 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.

**Tests:** There will be three scheduled in-class tests over the course of the semester. These tests will examine your ability to do the Can-Do Statements covered in class. 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:

Test 1	Friday, February 9
Test 2	Friday, March 9
Test 3	Wednesday, April 18

**Can-Do Assignments:** These assignments will require you to demonstrate that you "can do" various Can-Do objectives throughout the semesters. They may include video or written blogs, skits, and presentations. 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:

Can-Do Assignment 1	Friday, January 9
Can-Do Assignment 2	Thursday, February 22
Can-Do Assignment 3	Tuesday, April 3
Can-Do Assignment 4	Monday, April 30

**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.

**Final Exam:** The final exam will be comprehensive, and include sections on reading, writing, speaking, and listening. The speaking part will consist of an oral interview administered individually during finals week. The listening section will be the last day of classes (May 4th), and the written exam will be given on **Monday, May 7.**

**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 points of extra credit for attending Arabic-related events on campus, including the CAPS tutoring and conversation hours listed in the extra help section below. 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 instructor’s attention, as I am not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor 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 me 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. I rely on the Disability Services Office for assistance in developing strategies and verifying accommodation needs. If you have not previously contacted them I 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!

**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.

**Limitations 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.)

**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.



## 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 "....." بالعربية؟) (نقول) 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. Use flashcards or Anki for the vocabulary items, and use them to talk to each other outside the class room. Set your computer, phone, or social media page to Arabic for everyday practice.

**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.

بالتوفيق إن شاء الله

Best wishes for success!