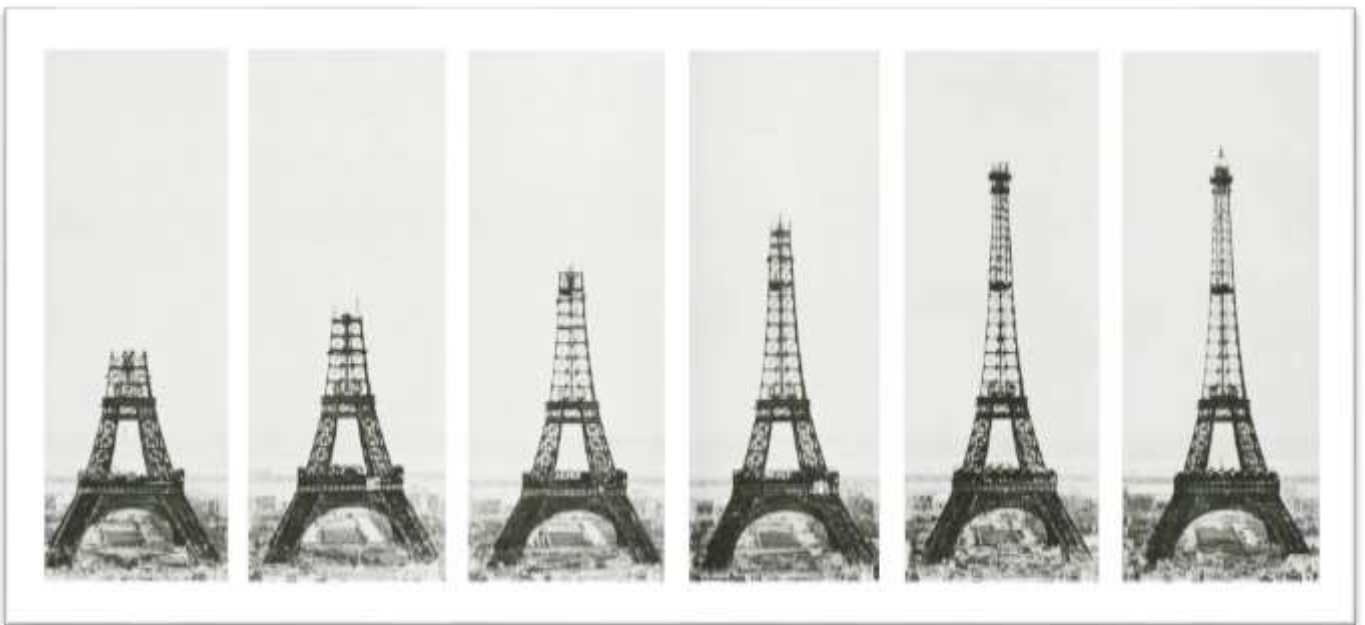


2018

French Section Modern Foreign Languages



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Introduction

French is offered for beginners as well as students with French up to Grade 12. French can be taken within the following programmes of the Faculty of Arts and Social Sciences:

Up to 3rd year level:

BA Humanities
BA International Studies
BA Language and Culture
BA Mus

Up to 2nd year level:

BDram
BA PPE

Only on 1st year level (But the subject may be taken for non-degree purposes.):

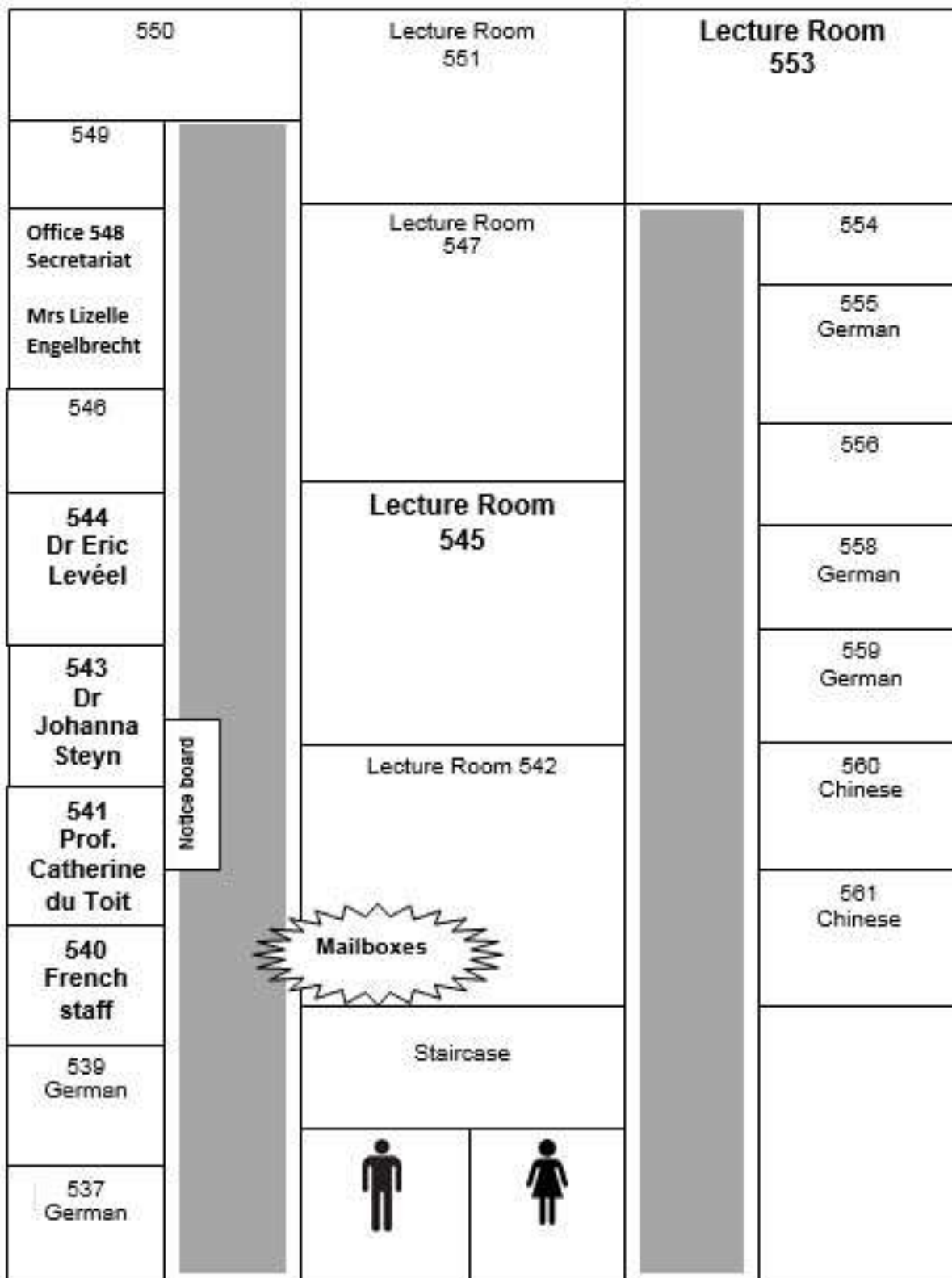
BA Law
BA Social Dynamics
BA Value and Policy Studies
Bmus
BCom International Business

French 178: Introduction to French Language and Culture (for students with no prior knowledge of French).

French 188: Intermediate Study of French Language, Literature and Culture (for students with French in Grade 12 or the equivalent).

Francophone students or students that have a strong francophone family background, may not register for any of the undergraduate modules in French.

1. Fifth Floor plan, Arts and Social Sciences Building



2. SECRETARY'S OFFICE AND ADDRESS

Physical Address: Room 548, Arts and Social Sciences Building, Merriman Ave, Stellenbosch

Postal Address: Private Bag X1, Matieland 7602, SOUTH AFRICA

Fax: + 27 21 808 2035

Secretary's office:

	E-Mail	Office	Office Phone
Mrs Lizelle Engelbrecht	lizellee@sun.ac.za	Room 548	(021) 808 2133

Departmental chair:

Prof. Catherine du Toit	cdt@sun.ac.za	Room 541	(021) 808 2063
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Further information as well as important changes will be announced in class. Also consult our website:

<http://academic.sun.ac.za/forlang/>

3. ACADEMIC STAFF

	E-Mail	Office	Office Phone
Prof. Catherine du Toit (Head of French section)	cdt@sun.ac.za	541	(021) 808 2063
Dr Eric Levéel,	eleveel@sun.ac.za	544	(021) 808 2032
Dr Johanna Steyn	jets@sun.ac.za	543	(021) 808 2062

French Lecturing Assistants and Tutors (Part-Time)

	E-mail	Office	Office phone
Dr Marie-Anne Staebler	staebler@sun.ac.za	540	(021) 808 2133
Nerisha Dewoo	nerishayd@gmail.com	540	(021) 808-2133
Jaco du Plooy	Duplooy.andrias@gmail.com	540	(021) 808 2133
Elise Wium	18552374@sun.ac.za	540	(021) 808 2133
Sofie Kyriacou	mflfrench@sun.ac.za	540	(021) 808 2133

4. MODULE OUTLINES

French 178 (24 credits)

Contact periods: 3 lectures, 1 tutorial and 1 practical per week

Coordinator: Dr Johanna Steyn

Five groups for main lectures with the following lecturers: Catherine du Toit, Eric Levéel, Johanna Steyn, Marie-Anne Staebler, Nerisha Dewoo

Groups for tutorials with the following teaching assistants: Jaco du Plooy, Elise Wium

Ten groups for practicals with the following lecturers: Nerisha Dewoo, Jaco du Plooy

Assessment

French 178 makes use of **Continuous Assessment**. This system is applied as follows: No exams are written and there is therefore no “exam exemption” and no second opportunities and no re-marking. There many assessment opportunities throughout the year: tests, homework, and work done in tutorials / practical classes and orals. Students will only be able to succeed in this course by regular class attendance and ALWAYS submitting work.

Description of module

The module is designed to provide basic intercultural communication skills. It enables students to understand, speak, read and - to a lesser degree - write contemporary French in everyday situations which includes a basic knowledge of the present-day situation in French speaking countries.

- Introduction to language study
- Introduction to contemporary French cultural studies based on themes
- Study of basic literary texts

Generic outcomes

Students that have completed the course successfully are able to understand, speak, read and (to a lesser extent) write French in everyday situations with a basic knowledge of contemporary French society.

Specific outcomes

After completing the French 178 course successfully, a student is able to

- talk about himself, his life and surroundings, the weather, his likes and dislikes and other basic conversational topics;
- understand basic texts (including an easy literary text);
- express himself/herself using the past and future tenses;
- write a friendly letter;
- understand and react to a basic conversation in French;
- pass the DELF A1 exam.

Weighting (24 credits)

Weighting spread over the year

Type of assessment	Weighting
Tests (all four term tests are compulsory)	20%
Other (homework or class tests)	50%
Tutorials	10%
Practicals	15%
Orals (all orals are compulsory)	5%

French 188 (24 credits)

Contact periods: 3 lectures (1 literature, 1 language, 1 communication) and 1 tutorial
Coordinator: Dr Johanna Steyn

Assessment

French 188 makes use of **Continuous Assessment**. This system is applied as follows: No exams are written and there is therefore no “exam exemption” and no second opportunities and no re-marking. There are a number of assessment opportunities throughout the year: tests, homework, and work done in tutorials / practical classes and orals. Students will only be able to succeed in this course by regular class attendance and ALWAYS submitting work.

Generic outcomes

Students that have completed the course successfully are able to use French with ease in a wide variety of everyday situations and to analyse and discuss literary texts in the form of poetry, short stories, plays and novels, against the background of a basic knowledge of contemporary French society.

Specific outcomes

After completing the French 188 course successfully, a student is able to

- talk with ease about events, emotions, everyday life in France, using a wider range of vocabulary and making use of synonyms and idiomatical expressions;
- understand and analyse a literary work and express his opinion about it;
- conduct an interactive conversation in French with ease;
- pass the DELF A2 exam.

Mark Allocation (24 credits)

Assessment weighting spread over the year

Type of assessment	Weighting
Language tests (all four term tests are compulsory)	15%
Language (homework or class tests)	15%
Literature (assignments and tests)	35%
Communication (oral presentations and written homework)	20%
Tutorials (homework and class tests)	10%
Orals (all orals are compulsory)	5%

French 278 (32 credits)

Évaluation

- L'évaluation de votre travail est faite de façon continue au cours de l'année. Le progrès que vous faites est mesuré en fonction de votre capacité d'expression écrite ainsi qu'orale. Cette méthode d'évaluation ne comporte pas d'examens mais des épreuves trimestrielles, des épreuves de classe et des devoirs obligatoires. **Il n'existe donc pas d'examens de rattrapage ni d'examens spéciaux du décanat.**
- Veuillez noter que vous devez assister à **70% de tous vos cours dans chaque unité d'enseignement. En cas de non-respect de cette règle vous n'obtiendrez pas de note finale pour le module FRN 278.**
- Veuillez noter que les étudiants francophones ne sont pas autorisés à s'inscrire aux cours « undergraduate » en français. Ils peuvent, en revanche, s'inscrire aux cours « post-graduate » à condition d'avoir suivi préalablement une formation appropriée.

Le cours de Français 278 est divisé en **trois unités** : Langue (cours + laboratoire), Littérature et Communication.

Unité	Coefficients : Premier semestre
Langue	20%
Épreuves de langue	15%
Littérature	30%
Communication	20%
Laboratoire de langue (Tutorial)	10%
Oral collectif	5%

Unité	Coefficients : Deuxième semestre
Langue	15%
Épreuves de langue	15%
Littérature	40%
Communication	20%
Laboratoire de langue (Tutorial)	5%
Oral individuel	5%

Participation

Il est indispensable de rester en contact régulier avec la langue française afin de faire des progrès. L'évaluation est basée sur la participation en classe, l'aptitude communicative, les devoirs et les épreuves. **La présence aux cours et la remise des devoirs dans le délai prescrit sont une condition absolue.** Seuls les étudiants qui rempliront cette condition obtiendront une note finale.

1. Langue

Épreuves

Il y a **quatre** épreuves officielles et **obligatoires** au cours de l'année. Si vous ratez une de ces épreuves, vous n'obtiendrez pas de note finale. Autrement dit, même si vous avez une moyenne de plus de 50% vous ne serez pas reçu/e.

Jeudi 22 mars (en classe)

Jeudi 17 mai (17h30 - 19h30)

Mardi 4 septembre (en classe)

Jeudi 25 octobre (17h30 - 19h30)

Les épreuves de classe sont passées pendant n'importe laquelle des heures de cours **sans que l'épreuve soit nécessairement annoncée d'avance.**

2. Littérature

- Les devoirs écrits comptent **30%** de la note finale du cours au premier semestre **et 40%** au deuxième trimestre.
- L'oral individuel du deuxième semestre comptera **5%** de la note finale.

3. Communication

- Les devoirs écrits et oraux comptent **20%** de la note finale du cours.
- L'oral collectif du premier semestre et l'oral individuel du deuxième semestre comptent **5%** de la note finale. Ces deux oraux sont **obligatoires**. Si vous ratez un oral, vous n'obtiendrez pas de note finale.

4. REGLES POUR LA REMISE DES DEVOIRS.

NB LISEZ TRES ATTENTIVEMENT LE REGLEMENT SEPARÉ SUR LA REMISE DES DEVOIRS

QUE FAIRE SI VOUS AVEZ, MALGRE VOUS, RATE UN COURS.

- Informez-vous auprès de vos camarades de classe quant au travail et aux devoirs que vous avez ratés.
- Rattrapez ce travail/ces devoirs **avant** le cours suivant.
- Il est de **VOTRE** responsabilité de faire photocopier les notes que l'enseignant aurait distribuées pendant le cours.

5. ENSEIGNANTS

- N'hésitez pas à contacter vos enseignants par téléphone ou sur rendez-vous, **pendant leurs heures de consultation**. Si l'enseignant n'est pas disponible, veuillez nous contacter par **courriel (e-mail)** et ne pas déranger la secrétaire.

Nom	Adresse courriel	Téléphone	Bureau
Dr Eric Levéel (coordinateur)	eleveel@sun.ac.za	808-2032	541
Dr Johanna Steyn	jets@sun.ac.za	808-2062	543
Prof Catherine du Toit	cdt@sun.ac.za	808-2063	542
Dr Marie-Anne Staebler	staebler@sun.ac.za	808-2133	540
Mme Sofie Kyriacou	mffrench@sun.ac.za	808-2133	540
Mme Nerisha Dewoo	18910726@sun.ac.za	808-2133	540
M Jaco du Plooy	duplooy.andrias@gmail.com	8082133	540

French 318 / 348 (24 credits each)

Évaluation

L'évaluation de votre travail est faite de façon continue au cours de l'année. Le progrès que vous faites est mesuré en fonction de votre capacité d'expression écrite ainsi qu'orale. Cette méthode d'évaluation ne comporte pas d'examens mais des épreuves trimestrielles, des épreuves de classe et des devoirs obligatoires. **Il n'existe donc pas d'examens de rattrapage ni d'examens spéciaux du décanat.**

- **Le cours de Français 318 est divisé en trois unités : Langue, Littérature et Communication.**

Unité	Coefficients : Premier Trimestre
Langue	15%
Epreuves de langue	15%
Littérature	45%
Communication	25%

Unité	Coefficients : Deuxième Trimestre
Langue	15%
Epreuves de langue	15%
Littérature	45%
Communication	20%
Oral (Communication)	5%

Unité	Coefficients : Deuxième Semestre (FRN 348)
Langue	15%
Epreuves de langue	15%
Littérature	35%
Dissertation	10%
Communication	20%
Oral	5%

- **Le barème de correction suivant s'applique à tous les devoirs écrits, sauf indication contraire.**

Structure :	10%
Argument :	50%
Recherches :	10%
Expression :	10%
Langue :	20%

- Toute évaluation pour ce module est soumise à une **évaluation externe** et les notes obtenues ne peuvent être considérée comme finales qu'après le rapport de l'examineur externe.

Participation

Il est indispensable de rester en contact régulier avec la langue française afin de faire des progrès. L'évaluation des étudiants est basée sur leur participation en classe et leur aptitude communicative. **La présence aux cours et la remise des devoirs dans le délai prescrit sont une condition absolue.** Seuls les étudiants qui rempliront cette condition obtiendront une note finale.

Cours

- **Langue (2 cours par semaine)**

Épreuves FRN 318

Il y a **deux** épreuves officielles et **obligatoires** au cours du semestre. Si vous ratez une de ces épreuves, vous n'obtiendrez pas de note finale.

mercredi 21 mars (17h00 – 19h00)

mercredi 16 mai (17h00 - 19h00)

Épreuves FRN 348

Il y a **deux** épreuves officielles et **obligatoires** au cours du semestre. Si vous ratez une de ces épreuves, vous n'obtiendrez pas de note finale.

mercredi 5 septembre (17h00 – 19h00)

mercredi 24 octobre (17h00 - 19h00)

- **Littérature (2 cours par semaine)**

Les devoirs écrits/oraux comptent **45%** de la note finale au premier semestre et **35%** au deuxième semestre.

- **Communication (1 cours par semaine)**

Les devoirs écrits et oraux comptent **25%** de la note finale.

RÈGLES POUR LA REMISE DES DEVOIRS

NB Lisez très attentivement le règlement séparé sur la remise des devoirs

QUE FAIRE SI VOUS AVEZ, MALGRÉ VOUS, RATÉ UN COURS.

- Informez-vous auprès de vos camarades de classe quant au travail et aux devoirs que vous avez ratés.
- Rattrapez ce travail/ces devoirs **avant** le cours suivant.
- Il est de **votre** responsabilité de faire photocopier les notes que l'enseignant aurait distribuées pendant le cours.

ENSEIGNANTS

- N'hésitez pas à contacter vos enseignants par téléphone ou sur rendez-vous, **pendant leurs heures de consultation**. Si l'enseignant n'est pas disponible, veuillez nous contacter par courriel (e-mail) et ne pas déranger la secrétaire.

Nom	Adresse courriel	Téléphone	Bureau
Catherine du Toit (coordinatrice)	cdt@sun.ac.za	808-2063	541
Johanna Steyn	jets@sun.ac.za	808-2062	543
Eric Levéel	eleveel@sun.ac.za	808-2032	544

5. DEPARTMENTAL RULES AND GUIDELINES

5.1 Continuous Assessment

Continuous assessment is used in all undergraduate modules of the Department and therefore there are no “second opportunity” tests in June and November. Details of how the final mark is calculated in each module are made available in the module outlines.

Continuous assessment means:

- you are assessed progressively (formative assessment) as you learn the language through various assessment types that reflect your capacity to read, write, speak and listen;
- you have to work throughout the year and cannot simply concentrate on learning for tests (summative assessment). They generally count very little towards the final mark;
- a large variety of smaller assessment opportunities make up your final mark;
- your final mark – at all levels – cannot be adjusted by any other additional assessment, even though it may be the only subject you need to obtain your degree. In other words, if you fail French, this is a result of an accumulation of bad marks from various lecturers throughout the year. No single assessment opportunity can replace this accumulative assessment.

5.2 Class attendance

Class attendance is very important when learning a language and will be monitored very strictly. Progress or the lack thereof clearly indicates that poor class attendance is the major reason for poor student performance. Should you have to miss a class and it is beyond your control, please remember that it is your responsibility, and not your lecturer's, to obtain the information and notes, and to catch up the missed work.

Attendance of all lectures, practicals and tutorials is compulsory in all the units of each module. A record of attendance is kept and if more than 5 contact sessions per term in any of the units are missed without a valid medical certificate, it will lead to exclusion from the module without any refund.

5.3 Sick Tests

Please note that the Department does not have official dates for sick tests. If a student is unable to come to a compulsory test/oral due to sickness and holds a valid medical certificate, the course coordinator or lecturer has to be informed **within 24 hours** (by email or telephone, or contact the secretary at 021-808 2133). Please note that an individual sick test will be arranged only if the **original valid medical certificate** has been presented. The sick test will take place within a week after the expiry of the medical certificate.

A student that regularly struggles with bad health, should consider deregistering from the course since regular absence will seriously restrict their ability to succeed.

In the interest of students' general wellbeing, repeated absence due to illnesses such as diarrhoea, influenza or migraine will be brought to the attention of the university's medical authorities.

5.4 Medical certificates

If you are too sick to attend class, do homework or write a test, please consult a doctor to get a medical certificate and have your lecturer informed immediately, within 24 hours. **No post-dated medical certificates, and only originals, will be accepted.** Should you need the certificate for other departments, please bring along the original and a photocopy which you can leave with us and ask the lecturer concerned to sign the photocopy after he/she has seen the original. The certificate needs to indicate clearly whether you are booked off for classes and/or tests and has to be legible. The medical certificate has to be presented to your lecturer **within 24 hours** after the final date indicated. *Please be assured that you can always count on the lecturers' understanding, discretion and support in the case of true medical problems.*

5.5 Test clashes

Should your test clash with another subject's test date, inform your lecturer well in advance and alternative arrangements will be made. Your lecturer will need your official test time table or a statement from the lecturer of the other subject in this regard. No alternative arrangement will be made if a student fails to show up for a test because of a clash of which his/her lecturer had not been informed in advance.

5.6 Due dates for Assignments – Departmental Policy

All assignments must be submitted **on or before the due date and on the time and in the place specified in the instructions**. Assignments will only be accepted late if the student can produce a medical certificate for the relevant time period or if prior permission was given by the lecturer. For essay-type assignments, **10% per day will be deducted** in all other instances for a maximum of two days. After that the student will receive **0%** for the work in question. Weekend days are also taken into account. Electronic copies will only be accepted if this is specifically requested. **Homework placed in the wrong pigeon hole or underneath office doors will not be marked.** The secretary's office will not accept assignments.

5.7 Plagiarism – Departmental Policy

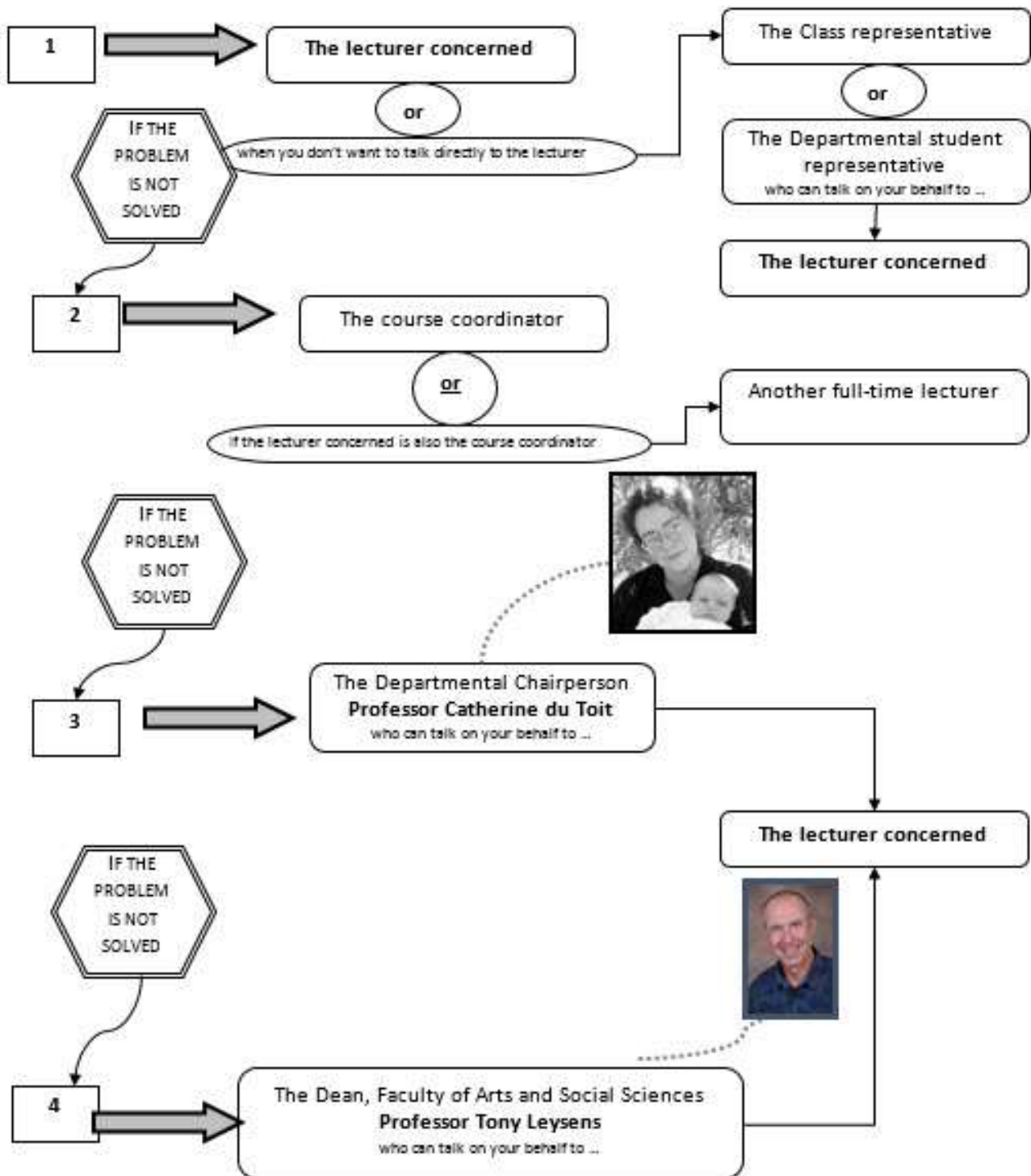
Please note:

All assignments excluding language exercises **MUST** be accompanied by a **signed** Modern Foreign Languages plagiarism form. No other departmental plagiarism form will be accepted. The form can also be downloaded from the departmental website.

5.8 Orals

Please remember that plagiarism rules apply to oral presentations and oral examinations as well. Never present someone else's work as your own. You risk forfeiting all marks as well as disciplinary procedures.

6. WHAT TO DO WHEN YOU HAVE A PROBLEM OR COMPLAINT



KEEP THE FOLLOWING IN MIND:

- It is best to solve the problem at the first two levels before involving external people.
- Do not skip levels!
- Put problems down on paper where possible so that you are sure of expressing yourself well.
- Choose a convenient time to speak to lecturers: during consultation times or by appointment.
- Should you wish to involve your parents, please make sure that they have been extensively informed not only about the Department rules but also about the history leading up to the problem or complaint.
- Make sure that you have indeed gone through all possible avenues before reaching the fifth level.
- Do not wait until the problem has got out of hand or become too painful before you discuss it with the appropriate people.
- The successful handling of individual or general problems helps us to improve our academic programme.
- Besides problems and complaints, we also appreciate any constructive criticism and creative suggestions. You do not have to wait for the student evaluation forms to make your views known! Try also at the same time to find practical solutions to problems that you have come across.

7. PRIZES

Prizes are awarded to the best student in every year group for French. Please consult the website for more information.

8. GENERAL

Be punctual for your lectures. Show respect towards your lecturer and fellow students and switch off your cell phone and/or tablet. **Do not send text messages or consult the internet on your cell phone or tablet during lectures. Students will be asked to leave the lecture room if their need to use their mobile phone or tablet is more pressing than the lecture.**

Should you arrive late for a test, **no** extra time will be granted and you will have to hand in your test with the rest of the class.

If you did not hear or understand the lecturer, put up your hand and ask him/her to repeat. Do not disturb your lecturer and fellow students by talking to other people in class.

When you correspond with your lecturer via email, show respect and use the correct form of address. Start your message with: *Cher monsieur/Chère madame*. Using a name only, is rude. If you write in English or in Afrikaans, use your lecturer's correct academic title, i.e. Professor, Doctor etc. End with *Cordialement* or *Bien à vous* and add your name, module and student number. Also, make sure that you put the topic of your correspondence in the subject line.

If you have to see your lecturer personally, go to his/her office during his/her consultation times (these will be available on the office door), **or make an appointment via email or by telephone.**

9. TIMETABLES

FRN 178

Lectures Gr 1, 3, 5: Monday 8h00, Wednesday 10h00, Thursday 12h00

Lectures Gr 2, 4: Monday 16h00, Tuesday 14h00, Friday 10h00

Tutorial Gr 1 A&B: Monday 9h00

Tutorial Gr 2 A&B: Monday 11h00

Tutorial Gr 3 A&B: Tuesday 8h00

Tutorial Gr 4 A&B: Tuesday 15h00

Tutorial Gr 5 A&B: Tuesday 9h00

Practical Gr 1 A&B: Thursday 8h00

Practical Gr 2 A&B: Wednesday 10h00

Practical Gr 3 A&B: Friday 11h00

Practical Gr 4 A&B: Thursday 10h00

Practical Gr 5 A&B: Friday 12h00

FRN 188

Monday 16h00, Tuesday 14h00, Wednesday 13h00, Friday 10h00

FRN 278

Lectures: Monday 15h00, Tuesday 12h00, Thursday 14h00

Communication: Monday 11h00, Wednesday 11h00, 12h00, 14h00, Thursday 11h00

Tut: Tuesday 10h00, 11h00, 16h00

FRN 318/348

Monday 14h00, Tuesday 11h00, Wednesday 13h00, Thursday 9h00, Thursday 16h00

10. IMPORTANT DATES

Term dates 2018

	Dates	Public Holidays
First Term:	Mon 5 Feb – Fri 23 March (7 weeks)	Wed 21 March: Human Rights Day
	<u>LAST DAY FOR CHANGING MODULES: FRI 16 FEBRUARY</u>	
Second Term:	Mon 26 March – Fr 18 May (7 weeks) (End of 1st semester: Friday 29 June)	Recess: 30 March – 8 April
	<i>Thursday 26 April: Friday timetable followed</i>	Fri 30 March: Good Friday Fri 27 April: Freedom Day Mon 30 April: Class free day Tue 1 May: Workers' Day Sat 16 June: Youth Day
	<u>MON 30 MARCH: LAST DAY FOR DEREGISTRATION OF FIRST SEMESTER MODULES</u>	
Third Term:	Mon 23 July – Fri 7 Sept (7 weeks)	Thu 9 August – National Women's Day
	<u>LAST DAY FOR CHANGING MODULES: 3 AUGUST</u>	
Fourth Term:	Mon 17 Sept – Fri 26 Oct (6 weeks) (End of 2nd semester: Fri 14 December)	Recess: 10 – 14 September Mon 24 September: Heritage Day
	<u>28 SEPTEMBER: LAST DAY FOR DEREGISTRATION OF SECOND SEMESTER MODULES</u>	

11. TEST DATES

In addition to the written tests, there will be **compulsory orals for every module** at the end of each semester. Dates will be announced during lectures and posted on notice boards.

French 178:

Thursday 22 March (Groups 1, 3, 5 in class) Friday 23 March (Groups 2, 4, 6 in class)
Thursday 17 May (17h30 - 19h30)
Thursday 6 September (Groups 1, 3, 5 in class), Friday 7 September (Groups 2, 4, 6 in class)
Thursday 25 October (17h30 - 19h30)

French 188:

Friday 23 March (in class)
Thursday 17 May (17h30-19h30)

Friday 7 September (in class)
Thursday 25 October (17h30-19h30)

French 278:

Thursday 22 March (in class)
Thursday 17 May (17h30 - 19h30)
Tuesday 4 September (in class)
Thursday 25 October (17h30 - 19h30)

French 318 / 348:

mercredi 21 mars (17h00 – 19h00)
mercredi 16 mai (17h00 – 19h00)
mercredi 5 septembre (17h00 – 19h00)
mercredi 24 octobre (17h00 – 19h00)

Compulsory individual orals: 29 October to 2 November