



**PRAIRIE VIEW  
A&M UNIVERSITY**

# SYLLABUS

## ARAB 1023 Elementary Arabic II Spring 2016

<b>Instructor:</b>	Joe Bradford		
<b>Section # and CRN:</b>			
<b>Office Location:</b>	Hilliard Hall		
<b>Office Phone:</b>	936-261-3712		
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<b>Office Hours:</b>			
<b>Mode of Instruction:</b>	Face to Face		
<b>Course Location:</b>			
<b>Class Days &amp; Times:</b>	Tues / Thurs		
<b>Catalog Description:</b>	Elementary Arabic I (3-0) Credit 3 semester hours. Continuation of practice in listening, speaking, reading and writing standard Arabic in order to acquire vocabulary, structures, and knowledge of Arabic cultures.		
<b>Prerequisites:</b>	ARAB 1013		
<b>Co-requisites:</b>	None		
<b>Required Texts:</b>	<u>Mastering Arabic 1</u> (Third Edition) By: Ghaafar, M and Wightwick, J. 2015 ISBN: 0781813387 <u>Learning to Read Arabic:</u> Joe Bradford, (handouts provided by Instructor)		
<b>Recommended Texts:</b>	Oxford Picture Dictionary English-Arabic: Bilingual Dictionary for Arabic-speaking teenage and adult students of English (Oxford Picture Dictionary 2E) 2nd Edition ISBN-10: 0194740102  A Frequency Dictionary of Arabic: Core Vocabulary for Learners (Routledge Frequency Dictionaries) Bilingual Edition by Tim Buckwalter, Dilworth Parkinson. ISBN-10: 0415444349		
<b>Student Learning Outcomes:</b>			
	<b>Upon successful completion of this course, students will be able to:</b>	<b>Program Learning Outcome # Alignment</b>	<b>Core Curriculum Outcome Alignment</b>
<b>1</b>	Recognize the Arabic script and read with aid		
<b>2</b>	Write the Arabic Language, recognizing and connecting letters properly		
<b>3</b>	Use basic Arabic language in basic conversation		
<b>4</b>	Understand and decipher Arabic language used in cultural context		

## Major Course Requirements

### Method of Determining Final Course Grade

Course Grade Requirement	Value	Total
1) 20 book assignments	10 points each	200
2) 4 Lab Assignments	50 points each	200
3) 1 class project	250 points each	250
4) 1 midterm exam	100 points each	100
5) 1 First half-semester quiz	25 points each	25
6) 1 Second half-semester quiz	25 points each	25
7) Final Exam	200 points each	200
<b>Total:</b>		<b>1000</b>

### Grading Criteria and Conversion:

A = 900 – 1000pts;  
B = 800 – 899pts;  
C = 700 – 799pts;  
D = 600 – 699pts;  
F = 590pts or below.

### Detailed Description of Major Assignments:

Grade Requirement	Description
Book assignments	Student will complete the book assignments and turn them in weekly for grades.
Lab Assignments	Lab Assignments consist of assigned audio/visual work as well as collaboration with assigned student partners/groups.
Class project	Student will work with classmates to complete class project assigned at the beginning of the semester and presented at the end of the semester.
Midterm exam	One mid-term will be delivered before Spring Break covering all material prior to this point.
First and second half-semester quizzes	One quiz will be administered in class before instruction selected randomly from materials covered to that point. This quiz maybe verbal, written, or both.
Final Exam	Final exam will cover three areas: <ul style="list-style-type: none"><li>- Verbal proficiency: Student will be tested on listening and speaking skills</li><li>- Written proficiency: Student will be tested on writing skills by transcribing an assigned passage.</li><li>- Comprehension: Student will be given several passages, words, and/or pictures that she will need to identify and translate from Arabic to English or English to Arabic.</li><li>- Vocabulary Acquisition: Student will be tested on vocabulary and phrases used in assigned book, class participation, and handouts.</li></ul>

### Course Procedures

#### Taskstream

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments will be considered an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester, but for general information, you can visit Taskstream via the link in eCourses.

#### Instructor Policies

- All assignments are due on Tuesday of every week, unless there is no class. In that case they are due on the previous Thursday, or if off then the previous Tuesday.
- Exams should be taken as scheduled. No makeup examinations will be allowed except under documented emergencies or legitimate accommodations allowed in Student Handbook.
- Students are encouraged to communicate their needs effectively to the instructor if there arises a need for an accommodation. Email and Phone calls are acceptable means of communication. Texts messages and social media are not.

## Semester Calendar

	Tuesday	Thursday
<b>Week 1</b> (Jan. 19/21)		
<b>Topic</b>	<b>Orientation</b>	<b>Chapters 1-2</b>
Assignments	Review Previous Semester Material	Exercise 2, page 16, Write out Vocabulary in unit 2 at end of chapter
<b>Week 2</b> (Jan. 26/28)		
<b>Topic</b>	<b>Ch. 3: Family</b>	<b>Ch. 4: Jobs</b>
Assignments	E2 p28, E3 p29 Write out Vocabulary in unit 3	E2 p41 "Handwriting Practice" Write out Vocabulary in unit 4
<b>Week 3</b> (Feb. 2/4)		
<b>Topic</b>	<b>Ch. 5: Describing Things</b>	<b>Lab Day</b>
Assignments	E3 p56, E4 p56, Write out Vocabulary in unit 5	Memrise App, Group Project Prep
<b>Week 4</b> (Feb. 9/11)		
<b>Topic</b>	<b>Ch.6: Where is it?</b>	<b>Ch. 7: Describing things</b>
Assignments	E3 p69, E5 p73 Write out Vocabulary in unit 6	E1 p84, E2 p86 (write sentences out) Write out Vocabulary in unit 7
<b>Week 5</b> (Feb. 16/18)		
<b>Topic</b>	<b>Ch. 8: Review</b>	<b>Ch. 9: Countries and People</b>
Assignments	E1 p93, E2 p94, E7 p97	E4 p107, E5 p108, E6 p111 Write out Vocabulary in unit 9
<b>Week 6</b> (Feb. 23/25)		
<b>Topic</b>	<b>Ch. 10: Counting things</b>	<b>Lab Day</b>
Assignments	E1p120, E4 p124, E9 p129 Write out Vocabulary in unit 10	Memrise App, Group Project Prep
<b>Week 7</b> (Mar. 1/3)		
<b>Topic</b>	<b>Ch. 11: Plurals and colors</b>	<b>Ch. 12: Eating and Drinking</b>
Assignments	E1 p135, E3 p138, Write out Vocabulary in unit 11	E3 p154, E6 p157, E11 p163 Write out Vocabulary in unit 12
<b>Week 8</b> (Mar. 8/10)		
<b>Topic</b>	<b>Midterm Review</b>	<b>Midterm Exam</b>
Assignments		
<b>(Mar. 15/17)</b>	<b>SPRING</b>	<b>BREAK</b>

<b>Week 9</b> (Mar. 22/24)		
<b>Topic</b>	<b>Ch. 13: What happened yesterday</b>	<b>Ch. 14: Wish you were here</b>
Assignments	E4 p175, E5 p177 Write out Vocabulary in unit 13	E1 p186, E3 p188, E5 p189, E9 p193 Write out Vocabulary in unit 14
<b>Week 10</b> (Mar. 29/31)		
<b>Topic</b>	<b>Ch. 15: Review</b>	<b>Lab Day</b>
Assignments	E1 p202, E3 p203, E10 p207, E11 p208	Memrise App, Group Project Prep
<b>Week 11</b> (Apr. 5/7)		
<b>Topic</b>	<b>Ch. 16: Every Day</b>	<b>Ch. 17: Comparing Things</b>
Assignments	E7 p224, E8 p224 Write out Vocabulary in unit 16	E1 p231, E2 p231 Write out Vocabulary in unit 17
<b>Week 12</b> (Apr. 12/14)		
<b>Topic</b>	<b>Ch. 18: Education and Business</b>	<b>Ch. 19: Future Plans</b>
Assignments	E4 p249, E11 p257, E13 p258 Write out Vocabulary in unit 18	E7 p271, E8 p271 Write out Vocabulary in unit 19
<b>Week 13</b> (Apr. 19/21)		
<b>Topic</b>	<b>Ch. 20: Review</b>	<b>Lab Day</b>
Assignments	E3 p275	Memrise App, Group Project Prep
<b>Week 14</b> (Apr. 26/28)		
<b>Topic</b>	<b>Class Presentation</b>	<b>Class Presentation</b>
Assignments	Come ready to present group project	Come ready to present group project
<b>Week 15</b> (May 3/5)		
<b>Topic</b>	<b>Final Review</b>	<b>Final Review</b>
Assignments		

### Important dates

F Jan. 23	Late registration ends for undergraduates
R Jan. 29	General Student Assembly – all students, including commuters, to attend
W Feb. 4	Last day to withdraw from a class without record
	Last day to apply for May 2015 graduation (late deadline)
RF Mar. 12-13	Midterm examinations
Mar. 16-20	Spring Break
W Mar. 25	Founders Day / Honors Convocation
F Apr. 3	Good Friday holiday
M Apr. 6	Last day to “W” a course
T Apr. 14	Priority registration for Summer and Fall 2015 begins
F Apr. 17	Graduation application deadline for Summer and Fall 2015
T May 5	Last day of classes for Fall 2014
	Last day to withdraw from the University
S May 16	Commencement!

## **Student Support and Success**

### **John B. Coleman Library**

The library and its partners have as their mission "to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service" and to support the University's core values of "access and quality, diversity, leadership, relevance, and social responsibility" through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty.

### **Center for Academic Support**

The Center for Academic Support (CAS) offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Tutoring Center is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library

### **COMPASS**

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library

### **Writing Center**

The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Location: Hilliard Hall 121

## **University Rules and Procedures**

### **Disability statement (See Student Handbook):**

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

### **Academic misconduct (See Student Handbook):**

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

### **Forms of academic dishonesty:**

1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3. Fabrication: use of invented information or falsified research.
4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.

**Nonacademic misconduct (See Student Handbook)**

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

**Sexual misconduct (See Student Handbook):**

Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

**Attendance Policy**

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class.

**Student Academic Appeals Process**

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

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