Instructor: Nadine Al-Azzawi
Section # and CRN: P01/27166
Office Location: Hilliard Hall #06
Office Phone: N/A
Email Address: naal-azzawi@pvamu.edu
Office Hours: T/R 8am- 9:30
W 10am-4:00pm
Mode of Instruction: Face to Face

Course Location: Hilliard Hall #124
Class Days & Times: T/R 12:30- 1:50

Catalog Description: Elementary Arabic I (3-0) Credit 3 semester hours. Practice in listening, speaking, reading and writing standard Arabic in order to acquire elementary vocabulary and structures and a general knowledge of Arabic cultures.

Prerequisites: ARAB 1013
Co-requisites: n/a

Required Texts: No text book is required. All materials will be posted on e-Courses.

Student Learning Outcomes:

<table>
<thead>
<tr>
<th>Upon successful completion of this course, students will be able to:</th>
<th>Program Learning Outcome #</th>
<th>Core Curriculum Outcome Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 speak about yourself and your environment, initiate and sustain conversations on a number of topics (e.g., family, friends, study, etc..) and narrate in present, past and future time frames.</td>
<td>*</td>
<td>**</td>
</tr>
<tr>
<td>2 read texts on familiar topics and understand the main ideas without using the dictionary.</td>
<td>*</td>
<td>**</td>
</tr>
<tr>
<td>3 comprehend simple discourse dealing with familiar topics in the Arabic language.</td>
<td>*</td>
<td>**</td>
</tr>
<tr>
<td>4 be familiar with many aspects of Arab culture, such as social and religious customs and traditions, family life, and education. conversations using learned vocabulary and structures regarding daily activities.</td>
<td>*</td>
<td>**</td>
</tr>
<tr>
<td>5 recognize and use verbs in all major tenses, recognize and form complex sentence structures such as dependent clauses, and recognize and use negation patterns.</td>
<td>*</td>
<td>**</td>
</tr>
</tbody>
</table>
write about concrete topics: describing and narrating in different times frames.

*Note: Arabic is not yet offered as a program at Prairie View A&M University.
**ARAB 1023 is not part of the core curriculum.

**Major Course Requirements**

**Method of Determining Final Course Grade**

<table>
<thead>
<tr>
<th>Course Grade Requirement</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Test 1</td>
<td>10%</td>
</tr>
<tr>
<td>Test 2</td>
<td>15%</td>
</tr>
<tr>
<td>Midterm Cultural Presentation</td>
<td>5%</td>
</tr>
<tr>
<td>Duolingo</td>
<td>20%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
</tr>
<tr>
<td>4 Verbal Exam</td>
<td>20%</td>
</tr>
</tbody>
</table>

**Total** 100%

**Grading Criteria and Conversion:**

A = 90-100% (895 to 1000 points)
B = 80-89% (795 to 894 points)
C = 70-79% (695 to 794 points)
D = 60-69% (595 to 694 points)
F = 0-59% (0 to 594 points)

**Detailed Description of Major Assignments:**

<table>
<thead>
<tr>
<th>Grade Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td>Will be evaluated on performance/contribution. Participate actively in class, turn in assigned activities and homework on time.</td>
</tr>
<tr>
<td>Written Exams</td>
<td>Are designed to measure knowledge of the units covered over the semester.</td>
</tr>
<tr>
<td>Cultural presentations</td>
<td>Groups of 3 or 4 students will present cultural, historical and educational information about an Arabic country. More details will be provided on e-Courses.</td>
</tr>
<tr>
<td>Duolingo</td>
<td>200xp/200 points per week. You are responsible for keeping track of your XP. Do not ask your professor to check this for you. Develop a system to write down what # what # of XP you start with to calculate what you have done for the week.</td>
</tr>
<tr>
<td>Verbal exams</td>
<td>4 exams/semester. You will converse with a randomly selected partner over a Pre-selected grammatical subject for 4-7 minutes. The rubric will be posted on e-Courses.</td>
</tr>
</tbody>
</table>
Course Procedures or Additional Instructor Policies

Absence Policy

Absences count towards your attendance/participation. Excessive absenteeism whether excused or unexcused may result in a student's course grade being reduced or in assignment of a grade of “F”. Three (three weeks of) unexcused absences (9) also constitute an “F” for this class. (See PV student's handbook). Arriving late (10 minutes after the scheduled time) 3 times, counts as an absence. It is your responsibility to inform me at the end of the class that you were late. You need to be in class on time, stay through the entire class, not disrupting (e.g. going to the bathroom, failing to turn off cell phones, sending text/instant messages, gossiping, etc.)
Semester Calendar (Tentative)

Week One (1/14-16):
T- Class introduction
R- Review main topics learned from ARAB I
http://www.oercommons.org/courses/arabic-language-2/view
http://www.oercommons.org/courses/arabic-language-2/view
http://www.oercommons.org/courses/arabic-language-2/view

Week Two (1/21-23):
T- Subject/object/possessive pronouns/ Culture: Arabic food:
   https://langmedia.fivecolleges.edu/ctalk-videos-indexed-by-subtopic-and-country/208/1749/190
   https://langmedia.fivecolleges.edu/ctalk-videos-indexed-by-subtopic-and-country/208/1749/190
R- Reading comprehension with different pronouns.

Week Three (1/28-30):
T- Learning new verb “work”, “study”, “live” / Culture: hobbies:
R- Nisba Adj & the definite Article

Week Four (2/4-6):
T- Integrative and how to form questions.
   https://www.youtube.com/watch?v=FvZGU5LfcbU
R- Sentence structure: verbal and nominal/ Culture: Fairuz songs

Week Five (2/11-13):
T- Review for Test 1
R- Test 1

Week Six (2/18-20):
T- Family tree/ immediate family/ Culture: Gender roles:
   https://thesocietypages.org/socimages/2012/03/08/is-pink-pink-in-saudi-arabia/
R- Family tree/ extended family. Culture: Family role
   http://middleeastpdx.org/arabculture/wp-content/themes/mescbeta/handouts/Unit5_Lesson1_Homework.pdf
Week Seven (2/25- 27):

T- Time: regular time and cardinal number to use for “what time is it”
R- Time: irregular “the use of except/to”.

Week Eight (3/3- 5):

T- Workshop for the cultural presentations
R- Cultural presentations due in class.

Week Nine (3/17-19):

T- Feminine plural https://langmedia.fivecolleges.edu/grammar-videos/188249/
culture: Media: https://www.bbc.com/arabic
R- Masculine plural. https://langmedia.fivecolleges.edu/grammar-videos/188249

Week Ten (3/24-26):

T- Present tense/ Culture: holidays and celebrations:
   https://langmedia.fivecolleges.edu/ctalk-videos-indexed-by-subtopic-and-country/208/2604/197
R- Negation of the present tense

Week Eleven (3/31-4/2):

T- Learning Arabic menu & food. https://www.youtube.com/watch?v=1zwBiv8Hh98
   http://www.oercommons.org/courses/arabic-language-2/view
R- Present tense. Material on e-Courses

Week Twelve (4/7- 9):

T- Review for test 2
R- Test 2.

Week Thirteen (4/14- 16):

T- Past tense/ Culture: Youth culture: https://langmedia.fivecolleges.edu/ctalk-videos-indexed-by-subtopic-and-country/208/1802/200
R- Negation of the past tense

Week Fourteen (4/21- 23):

T- Arabic potluck.
R- Review for the final exam.

Week Fifteen (4/28- 30):
T- Class evaluation and review continues.

R- Final Examination Period (check PVAMU final exam schedule for the exact day and time)

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. [https://www.pvamu.edu/library/](https://www.pvamu.edu/library/)

Phone: 936-261-1500

**The Learning Curve (Center for Academic Support)**
The Learning Curve 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 Learning Curve 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 Rm. 207F. Phone: 936-261-1561

**The Center for the Oversight and Management of Personalized Academic Student Success (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 Rm. 306. Phone: 936-261-1040

**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. Students taking on-line courses or courses at the Northwest Houston Center or College of Nursing may consult remotely or by email.

**Location:** Hilliard Hall Room 121 ♦ Monday – Friday 9am-5pm.

**Location:** JB Coleman Library 2nd Floor Tutoring Center ♦ Monday-Thursday 5pm-9pm ♦ Sunday 6pm-8pm.

Email: writingcenter@pvamu.edu ♦ Phone: 936.261.3724

**Student Counseling Services**
The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and provides assistance to students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law.

**Location:** Owens-Franklin Health Center Rm. 226. Phone: 936-261-3564

**Testing**
The Department of Testing administers College Board CLEP examinations, the HESI A2 for pre-nursing majors, LSAT for law school applicants and MPRE for second-year law students, the Experiential Learning Portfolio option, the Texas Success Initiative (TSI) Assessment, which determines college readiness in the state, and exam proctoring, among other service such as SAT and ACT for high school students. Location: Delco Rm. 141. Phone: 936-261-4286

**Office of Diagnostic Testing and Disability Services**
As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include: learning style inventories,
awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, Kurtzweil, and a comprehensive referral network across campus and the broader community. Location: Evans Hall Rm. 317. Phone: 936-261-3585

Veteran Affairs
Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall Rm. 323. Phone: 936-261-3563

Office for Student Engagement
The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center Rm. 221. Phone: 936-261-1340

Career Services
Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Evans Hall Rm. 217. Phone: 936-261-3570

University Rules and Procedures

Disability Statement (Also See Student Handbook):
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Evans Hall, Room 317, or call 936-261-3585/3.

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 or in Suite 224 of the W.R. Banks Building university community violating this policy will be subject to disciplinary action.

Title IX Statement
Prairie View A&M University (PVAMU) is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of sex- or gender-based discrimination, including sexual harassment, sexual assault or attempted sexual assault, we encourage you to report it. While you may talk to a faculty member about an incident of misconduct, the faculty member must report the basic facts of your experience to PVAMU’s Title IX Coordinator, Ms. Alexis Boyd. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Title IX Coordinator is designated to handle inquiries regarding non-discrimination policies and can assist you with understanding your options and connect you with on- and off-campus resources. The Title IX Coordinator can be reached by phone at 936-261-2166 or at alboyd@pvamu.edu, or in W.R. Banks Suite 224.

Class Attendance Policy (See Catalog for Full Attendance Policy)
Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet.

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 during regular semesters and summer terms. Each faculty member will include the University’s attendance policy in each course syllabus.

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.

TECHNICAL CONSIDERATIONS

Minimum Recommended Hardware and Software:
- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15” monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

Participants should have a basic proficiency of the following computer skills:
- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader
- Basic knowledge of Windows or Mac O.S.

**Technical Support:**
Students should go to [https://mypassword.pvamu.edu/](https://mypassword.pvamu.edu/) if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

**Communication Expectations and Standards:**
Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

**Discussion Requirement:**
Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

*It is strongly suggested* that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it/they should be copied and pasted to the discussion board.

**Additional Instructor Policies Classroom:**
1. No cell phones or personal electronic devices are to be turned on during class time. A student violating this policy may be asked to leave the classroom and receive an “absence” for the session.
2. Laptop computers may only be used by permission of the professor during specific assignments in class.
3. Appropriate behavior (seating, language, etc.) and respect of others’ opinions are expected.
4. Students are expected to attend class on time and be prepared with assigned materials.
5. Students are not to leave class prior to dismissal by the instructor, except in an emergency.
6. No eating in classroom.
7. No hair combing, makeup application, or hygiene actions in classroom. If necessary, students are to excuse themselves from the classroom to attend to these actions privately.
8. Excessive absences or tardiness may result in unsuccessful completion of the course.

**Note:** Details in the syllabus are subject to change. Students are expected to note any changes that are designated by the instructor.