



**Faculty of Arts**  
**School of Languages, Linguistics, Literatures and Cultures**

ALMC 202-01  
Beginners' Arabic I  
Fall 2020

Monday, Wednesday, Thursday, Friday 13:00-13:50 – Online Delivery  
(Monday, Wednesday, Friday 13:00-13:50 – synchronous class sessions)  
Zoom link for synchronous class sessions will be posted on D2L.

**COURSE OUTLINE**

**INSTRUCTOR'S NAME:** Rachel Friedman

**OFFICE HOURS:** Via Zoom: Thursdays 11:00-12:00 and 2:00-3:00 (Zoom link will be posted on D2L) and by appointment (email to arrange a time).

**E-MAIL:** [rachel.friedman@ucalgary.ca](mailto:rachel.friedman@ucalgary.ca). I will generally respond to e-mails within 48 hours (weekends and holidays excluded).

**TELEPHONE NUMBER:** (403) 220-5200. E-mail is preferred.

**DESCRIPTION**

A comprehensive course for students with no prior knowledge of the language. Includes training in listening, speaking, reading and writing of Modern Standard Arabic in its cultural context.

**OBJECTIVES**

To acquire basic skills in speaking, listening, writing, and reading Modern Standard Arabic and gain foundational knowledge of Arabic vocabulary and grammar as well as Arab cultures.

**OUTCOMES**

Students will gain novice-level proficiency in Modern Standard Arabic. They will develop basic skills in listening, speaking, reading, and writing as well as acquire knowledge of basic Arabic vocabulary, grammar, and Arab cultures. They will be able to read and write the Arabic alphabet and basic Arabic phrases and sentences, understand spoken and written Arabic at a novice level, speak and write about themselves and their families at a novice level, and engage in basic conversation using conventional greetings and expressions.

**REQUIRED COURSE MATERIALS**

1. *Alif Baa: Introduction to Arabic Letters and Sounds*, 3<sup>rd</sup> edition, by Kristen Brustad, Mahmoud Al-Batal, and Abbas Al-Tonsi. Washington, DC: Georgetown University Press, 2010.
2. *Al-Kitaab fii Ta'allum al-'Arabiyya: A Textbook for Beginning Arabic: Part One*, 3<sup>rd</sup> edition, by Kristen Brustad, Mahmoud Al-Batal, and Abbas Al-Tonsi. Washington, DC: Georgetown University Press, 2011.
3. *Answer Key for Alif Baa*, 3<sup>rd</sup> ed. by Kristen Brustad, Mahmoud Al-Batal, and Abbas Al-Tonsi. 3<sup>rd</sup> ed. Washington, DC: Georgetown University Press, 2010.
4. *Answer Key for al-Kitaab fii Ta'allum al-'Arabiyya Part One*, 3<sup>rd</sup> ed. by Kristen Brustad, Mahmoud Al-Batal, and Abbas Al-Tonsi. 3<sup>rd</sup> ed. Washington, DC: Georgetown University Press, 2011.



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The textbooks and answer keys are available in hard copy from the campus bookstore and other online venues. They are also available as e-books to rent or purchase from <https://www.vitalsource.com/>. TFDL also has several hard copies of the textbooks and answer keys.

The audio and video resources for *al-Kitaab* are also available for free at <https://alkitaabtextbook.com/>.

RECOMMENDED COURSE MATERIALS

Access to the Companion Websites for Alif Baa and Al-Kitaab Part One on the Smart Sparrow platform. Access is free; register for access to the *Alif Baa* companion website [here](#) and *Al-Kitaab Part One* companion website [here](#). These registration links are unique to our course.

COURSE NOTES

Prerequisites: None.

The University of Calgary has a system for Arabic language course placement. Information about course placement can be found at: <https://live-arts.ucalgary.ca/languages-linguistics-literatures-cultures/arabic-language-muslim-cultures/assessment-and-placement>

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**This course meets synchronously via Zoom on Mondays, Wednesdays, & Fridays, 13:00-13:50. On Thursdays, there is no class Zoom session.** Instead, the weekly schedule (posted on D2L) will let you know what work you have that day (such as a video to watch or an activity to complete). That Thursday work will be completed asynchronously (on your own, at your own pace) by the weekly homework deadline of Friday at midnight.

Important dates (excluding weekly homework, always due Friday at midnight):

Wednesday 9 Sept.	<i>First Zoom class session</i>
Thursday 24 Sept.	Cultural portfolio 1 due
Monday 28 Sept.	Quiz 1
Wednesday 14 Oct.	Quiz 2
Monday 12 Oct.	<i>Thanksgiving – No class</i>
Friday 16 Oct.	Cultural portfolio 2 due
Monday 19 Oct.	Writing exercise 1 due
Wednesday 21 Oct.	Test 1
Wednesday 28 Oct.	Skit due
Monday 2 Nov.	Quiz 3
Friday 6 Nov.	Writing exercise 2 due
Week of 8-14 Nov.	<i>Midterm break – no class</i>
Monday 16 Nov.	Cultural portfolio 3 due
Wednesday 18 Nov.	Test 2
Thursday 26 Nov.	Writing exercise 3 due
Friday 27 Nov.	Quiz 4
Thursday 3 Dec.	Monologue due
Friday 4 Dec.	Writing exercise 4 due
Monday 7 Dec.	<i>Last Zoom class session;</i> Cultural portfolio 4 due
Wednesday 9 Dec.	Test 3

*Dates are not expected to change but may under extraordinary circumstances.*



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Guidelines for submitting assignments: Weekly homework assignments are due by Friday at midnight, submitted to Smart Sparrow or to the D2L homework dropbox for that week. Writing exercises, cultural portfolio entries, tests, and oral assessments are due to the designated D2L dropbox by midnight on the due date. Quizzes and tests will be available for a 24-hour period (midnight to midnight), and students can complete and submit them via D2L anytime during that 24-hour period.

Policy for missed/late assignments: Contact instructor via email as soon as possible to discuss possibilities for making up missed/late assignments. A deduction for a missed/late assignment may apply, in the absence of a strong reason (such as illness or family emergency).

Zoom class etiquette & guidelines:

- Students should conduct themselves appropriately during Zoom class sessions.
- Interactions with classmates and instructor should be respectful.
- During class, please only use technology as is relevant to class. Do not use technology for purposes not relevant to class (e.g. checking email and social media). Do not do other work for other classes during our Zoom sessions.
- Please mute yourself when you are not talking, in order to reduce background noise.
- If you are joining the Zoom session from a room that has other people in it, please use headphones when possible.
- Only the student enrolled in the course should participate in the Zoom class session, not other people who may be in the vicinity when the student joins the Zoom session.

Media policy: Most class sessions will not be recorded. On an occasion when a session is recorded, students will be informed at the start of recording and have an opportunity to give consent in Zoom. The recording will only be made available to other students in the course via D2L.

Course evaluation procedure: Course evaluations will be conducted online via D2L.

Technology requirements: Students should be prepared with the following:

- A computer with a supported operating system;
- A web browser;
- Webcam/Camera (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Stable internet connection;
- Ability to take a picture (of written Arabic work) using a phone, camera, or other device and upload to D2L.

#### **ASSESSMENT**

Active class participation: 10%

Homework: 15%

Quizzes (4): 15%

Oral assessments (1 skit & 1 monologue): 10%

Cultural portfolio (4 entries): 10%

Tests (3): 30%

Writing exercises (4): 10%

Extra credit: Optional; 0.25% per eligible activity, up to a maximum of 8 activities

There will be no final exam in this course.

Active class participation: Regularly participating in class Zoom sessions, and completing the asynchronous course work, constitute active participation. Class sessions are your primary venue for practicing and speaking Modern Standard Arabic, and speaking is one of the skills that this course develops. As such, regular participation is key to success in this course. Participation includes joining the Zoom session, following instructions, speaking up during discussions and activities in breakout rooms, and volunteering to ask and answer questions. Not abiding by the Zoom etiquette and guidelines listed above will result in a deduction to the participation grade.

Homework: Weekly homework assignments will be due each week by Friday at midnight, submitted either through the Smart Sparrow website or to the D2L homework Dropbox for that week. Homework is graded



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for completion, timeliness, and demonstrating understanding of the material. Homework will be listed on the weekly schedule available on D2L.

Quizzes: Four quizzes will take place during the semester via D2L. Quizzes are designed to take 10 minutes each but will have a time limit of 15 minutes each. Students may use their textbooks and class notes. Consulting other resources during the quizzes (such as online translation tools and other people) is not allowed. Students may choose when during the 24-hour period (midnight to midnight) to take each quiz; see the schedule of dates above.

Tests: There will be 3 tests during the semester via D2L. Students will write answers to the test questions by hand, then submit the answers to a D2L dropbox. Tests are designed to take 50 minutes each but will have a time limit of 75 minutes each. Students may use their textbooks and class notes. Consulting other resources during tests (such as online translation tools and other people) is not allowed. Students may choose when during the 24-hour period (midnight to midnight) to take each test; see the schedule of dates above.

Oral assessments: Students will do one skit and one monologue during the semester. Students will record themselves speaking, then submit the recording to a D2L dropbox.

Writing exercises: Students will write paragraphs on specified topics and then submit their work to a D2L dropbox. Students may use their textbooks and class notes. Consulting other resources (such as online translation tools and other people) is not allowed.

Cultural portfolio: Students will write English-language accounts of, and reflections on, items related to Arab cultures. Writing will be typed and submitted to a D2L dropbox. Specific instructions will be available on D2L and discussed in class.

Extra credit: Eligible activities will be announced via D2L during the semester. Eligible activities may include Arabic conversation hour, guest lectures, and other activities that enhance and strengthen your knowledge of Arabic language and/or Arab cultures.

**GRADING SCALE**

96-100% A+	80-84.99% B+	65-69.99% C+	53-54.99% D+
90-95.99% A	75-79.99% B	60-64.99% C	50-52.99% D
85-89.99% A-	70-74.99% B-	55-59.99% C-	49.99% and below F

**INTEGRITY AND CONDUCT**

All members of the University community have a responsibility to familiarize themselves with the Statement on Principles of Conduct, and to comply with the University of Calgary Code of Conduct and Non-Academic Misconduct policy and procedures (available at: <http://www.ucalgary.ca/pubs/calendar/current/k.html>).

**Academic misconduct**

1. **Plagiarism** is a serious offence, the penalty for which is an F on the assignment and possibly also an F in the course, academic probation, or requirement to withdraw. Plagiarism exists when:

- a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test);
- b) parts of the work are taken from another source without reference to the original author;
- c) the whole work (e.g., an essay) is copied from another source, and/or
- d) a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted."



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Plagiarism occurs not only when direct quotations are taken from a source without specific acknowledgement but also when original ideas or data from the source are not acknowledged. A bibliography is insufficient to establish which portions of the student's work are taken from external sources; footnotes or other recognized forms of citation must be used for this purpose.

2. **Cheating** at tests or examinations includes but is not limited to dishonest or attempted dishonest conduct such as speaking to other candidates or communicating with them under any circumstances whatsoever; bringing into the examination room any textbook, notebook, memorandum, other written material or mechanical or electronic device not authorized by the examiner; writing an examination or part of it, or consulting any person or materials outside the confines of the examination room without permission to do so, or leaving answer papers exposed to view, or persistent attempts to read other students' examination papers.

3. **Other academic misconduct** includes, but is not limited to, tampering or attempts to tamper with examination scripts, class work, grades and/or class records; failure to abide by directions by an instructor regarding the individuality of work handed in; the acquisition, attempted acquisition, possession, and/or distribution of examination materials or information not authorized by the instructor; the impersonation of another student in an examination or other class assignment; the falsification or fabrication of clinical or laboratory reports; the non-authorized tape recording of lectures.

4. Any student who voluntarily and consciously aids another student in the commission of one of these offences is also guilty of academic misconduct.

#### **INTELLECTUAL PROPERTY AND COPYRIGHT LEGISLATION**

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may not be reproduced, redistributed or copied without the explicit consent of the instructor. All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf>) and requirements of the Copyright Act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

#### **FREEDOM OF INFORMATION AND PRIVACY (FOIP) ACT**

Graded assignments will be retained by the Department for three months and subsequently sent for confidential shredding. Final examinations will be kept for one calendar year and subsequently sent for confidential shredding. Said material is exclusively available to the student and to the department staff requiring to examine it. Please see <https://www.ucalgary.ca/legalservices/foip> for complete information on the disclosure of personal records.

#### **ACADEMIC ACCOMMODATIONS**

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at: <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>.

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities (<https://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities.pdf>.)

Students needing an Accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their Instructor or the Department Head/Dean or to the designated contact person in their Faculty.

#### **FACULTY OF ARTS PROGRAM ADVISING AND STUDENT INFORMATION RESOURCES**

Have a question, but not sure where to start?



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The Arts Students' Centre is the overall headquarters for undergraduate programs in the Faculty of Arts. The key objective of this office is to connect students with whatever academic assistance they may require.

In addition to housing the Associate Dean (Undergraduate Programs and Student Affairs) and the Associate Dean (Teaching, Learning & Student Engagement), the Arts Students' Centre is the specific home to:

- Program advising
- Co-op Education Program
- Arts and Science Honours Academy
- Student Help Desk

Location: Social Sciences Room 102

Phone: 403-220-3580

Email: [ascarts@ucalgary.ca](mailto:ascarts@ucalgary.ca)

Website: [arts.ucalgary.ca/undergraduate](http://arts.ucalgary.ca/undergraduate).

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK [7625] or visit them at the MacKimmie Block.

Contacts for the Students' Union Representative for the Faculty of Arts: [arts1@su.ucalgary.ca](mailto:arts1@su.ucalgary.ca), [arts2@su.ucalgary.ca](mailto:arts2@su.ucalgary.ca), [arts3@su.ucalgary.ca](mailto:arts3@su.ucalgary.ca), [arts4@su.ucalgary.ca](mailto:arts4@su.ucalgary.ca).

**INTERNET AND ELECTRONIC COMMUNICATION DEVICES**

Devices such as laptops, palmtops and smartbooks are allowed provided that they are used exclusively for instructional purposes and do not cause disruption to the instructor and to fellow students. Cellular telephones, blackberries and other mobile communication tools are not permitted and must be switched off.

**SUPPORT AND RESOURCES**

Links to information that is not course-specific related to student wellness and safety resources can be found on the Office of the Registrar's website: <https://www.ucalgary.ca/registrar/registration/course-outlines>.