

Indiana University
Department of Department of French and Italian
M100 (Beginning Online Italian I)

Required Text: *Sentieri. Attraverso l'Italia contemporanea, 2nd edition.*

Julia M. Cozzarelli, Vista Higher Learning . Textbook + access code for Supersite.

Welcome to M100: Beginning Italian I Online Course. This course focuses on developing students' competency in listening, speaking, reading, and writing. M100 will be held entirely online. You will not need to be physically present on campus in order to be a student in this class. You will use the Textbook *Sentieri* published by Vista Higher Learning and the Supersite. You will need to purchase access to Supersite with your textbook and to activate your Zoom account (available to Indiana University students for free). Since the course will be held entirely online, it requires students **to work independently and follow a very structured syllabus.** Each day you will be involved in a variety of online tasks, such as reading, listening, completing exercises, posting writing assignments, and recording responses on the Supersite. Twice a week during our virtual classroom time, you will meet with your instructors and a small number of classmates on Zoom. Your instructors will be available for online office hours twice a week.

A. Course Requirements and Information

1. Textbook:

Julia M. Cozzarelli, *Sentieri*, Vista Higher Learning, (Supersite + WebSam + vText Code) **2nd edition**

2. Technology:

- You will need to have access to a computer with headphones, a microphone, a video camera, and high speed internet.
- You will use Zoom for Virtual Class meetings, office hours, and to communicate with your instructor and classmates. In order to join the class meeting follow that you find in the course navigation section of our Canvas page.
- You will have to know how to turn the video camera and microphone of your computer on in ZOOM, how to navigate Canvas and how to create word documents.
- For tech support regarding use of Zoom contact **UITS Collaboration Technologies Help Desk:**
Phone: 812-856-2020
Email: cthhelp@iu.edu
Web: <http://collaboration.iu.edu>
- You will use Supersite, created for the textbook *Sentieri* published by Vista Higher Learning. (Refer to the additional handout for detailed instructions on how sign up for you class). For tech support regarding use of the Supersite visit: support.vhlcentral.com. In order to register in the correct section on Supersite follow this link: **https://www.vhlcentral.com/section/422269/student_instructions**

B. Course Structure & Policies:

I. Supersite and homework

Each day you will be asked to follow a carefully structured syllabus and get involved in a variety of online tasks on Supersite. **You must work independently and follow the syllabus.** Homework will be due once a week and will include activities from the *Supersite*, that you must submit by the date you find on the site. No late work will be accepted. Remember: your Supersite work is 20% of your final grade! The computer-graded assignments are for credit only, and they will constitute 70% of your grade; the instructor-graded activities will be for a grade, and they will constitute 30% of your grade. We reserve the right to reset any activities if we notice that you do not put your best effort. This is why you will receive a 10% reduction penalty for each day you are late submitting assignments. **YOU SHOULD DO YOUR HOMEWORK EVERY NIGHT. IF YOU WAIT FOR THE EVENING IT IS DUE, YOU WILL GET FRUSTRATED AND WILL NOT BE ABLE TO COMPLETE IT.**

II. Virtual Class (once a week)

On Tuesdays you will log in to Zoom to meet with your instructor and other students. You can choose between two meeting times: either Tuesday 9:30-10:45 am or Tuesday 7:15-8:30 pm. You need to make the decision which meeting time works best for you and follow that time throughout the course. Occasional changes are possible, but the instructor needs to be aware of how many students are going to attend each session. Please bring a current picture ID to the first Virtual Class meeting.

III. Participation & preparation

Although this is an online course, presence and participation in Virtual Class is mandatory, and it is part of your grade. During online meetings you need to speak Italian, participate and have fun. **The Virtual classroom is for practicing speaking skills.** The instructor will address the grammar in a very concise fashion. It is your responsibility to study and learn the grammar before coming to class. Do not forget: it is an ONLINE course. You are allowed ONE excused absence. For each additional, unexcused absence, your final grade will be lowered by 4%. **It is your responsibility to provide a medical note to your instructor within a week of your absence. The note must state that you were unable to attend class that day (neither in the morning nor in the evening) due to illness.**

Part of your participation and preparation grade are three self-reflections: you will answer to a few questions (in English) about your preparation and participation and submit your answers on Canvas. The instructor will read your answers and assign grade based on your submission and his/her own observations of your work.

IV. Office Hours

The instructor will hold office hours (using Zoom or in person – if requested). If you are on campus, you can set up a face-to-face appointment with your instructor.

V. Grading and Communication

The instructor will check and reply to email daily, as well as check for submissions and correct Supersite activities every day. For longer assignments, such as Exams, Video Diaries or Writings, the instructor might require up to a full week to give you thorough and comprehensive feedback. If you ever need any help or have problems with assignments, please, contact your instructor via email.

VI. Incompletes

A final grade of I (Incomplete) is rarely assigned in this course, and may only be considered an option in cases where an unexpected, extreme situation—such as a personal or medical emergency—prevents a student from completing the final major assignment(s) of the course. **A student must be passing** in order to be considered for an incomplete and the request must be made after the automatic “W” deadline has passed. A petition for an incomplete must be accompanied by appropriate and verifiable documentation and should be presented to your instructor.

Note: Incompletes are *not* issued due to chronic missed work or absences over the course of the semester; a “withdrawal” is more appropriate for such students (see next section).

VII. Withdrawals

The last day to withdraw from the course with an automatic “W” is **Sunday, October 21st**. You will have received several grades by then and should be able to make an informed decision about continuing in the course.

VIII. Mini Lectures

You will be asked to watch mini lectures that will be posted on Canvas. These lectures cover the most demanding grammar points, give you more opportunities to practice, and provide you with the real classroom experience. After watching the lecture you will have to take a short Canvas quiz, which will allow you to check if you understand the material (these quizzes are mandatory, and they are part of your grade).

IX. Quizzes

You will take four chapter quizzes in this class. All of these exams will be completed, online and you will have to take them during Virtual Class meetings (dates on the syllabus) with your video camera turned on and while sharing your screen. You are not allowed to use any help during the quizzes. You must bring your ID to each quiz.

X. Writings

You will write three essays during the semester, and you will submit them through email. The instructor will give you feedback and you will have to re-write your essays, making appropriate corrections.

XI. 5 Videotaped Diaries

You will have a topic assigned to you, and you will be asked to make a 3-4 minute video recording on this topic. Video recordings are due Saturdays at 10pm. You will have a classmate assigned for each project, and you will have to watch your classmate's video, correct possible mistakes and be ready to summarize it during the virtual class. No reading allowed.

XII. Final oral exam

For this assignment you will have to meet with your instructor and speak for 15 minutes. The instructor will ask you several questions regarding the use of the vocabulary and structures you have learned during the semester. In order to prepare for this exam you must: study regularly, participate during virtual class, memorize and review structures and vocabulary learned during the semester.

XIII. Day by day assignments

You will find day-to-day assignments on Canvas: Modules. You must follow the order listed per each day: watch online lecture, take online quiz, read textbook pages and complete practice exercises, at the end, practice with websam exercises. Detailed assessment descriptions are available on Canvas: Modules as well.

XIV. Co-Curricular Activities / Cultural Events in Italian at IU

We facilitate multiple every semester that promote Italian culture. Your instructor will inform you about all of them when the time comes. You can also learn about our program and Italian culture by liking our Facebook page: [Italian Program at IU Facebook Page](#) or follow us on Twitter @IU_Italian.

XV. Sexual Misconduct

IU does not tolerate acts of sexual misconduct, including sexual harassment and all forms of sexual violence. If you have experienced sexual misconduct, or know someone who has, the University can help. It is important to know that federal regulations and University policy require faculty to promptly report complaints of potential sexual misconduct known to them to their campus Deputy Title IX Coordinator(s) to ensure that appropriate measures are taken and resources are made available. The University will work with you to protect your privacy by sharing information with only those that need to know to ensure the University can respond and assist. If you are seeking help and would like to speak to someone confidentially, you can [make an appointment with a Mental Health Counselor on campus](#). Find more information about sexual violence, including campus and community resources [here](#).

XVI. Disability Services for Students

Indiana University is committed to creating a learning environment and academic community that promotes educational opportunities for all individuals, including those with disabilities. Students requesting disability-related accommodations and/or services should contact Office of Disability Services for Students at (812)855-7578 or visit **Office of Disability Services for Students**. Course directors are asked to make reasonable accommodations, upon request by the student or the university, for such disabilities. It is the responsibility of students with documented physical or learning disabilities seeking accommodation to notify their course directors and the relevant campus office that deals with such cases in a timely manner concerning the need for such accommodation. Indiana University will make reasonable accommodations for access to programs, services, and facilities as outlined by applicable state and federal laws.

C. Honesty Policy:

A. Cheating

Cheating is considered to be an attempt to use or provide unauthorized assistance, materials, information, or study aids in any form and in any academic exercise or environment.

- a. A student must not use external assistance on any “in-class” or “take-home” examination, unless the instructor has specifically authorized external assistance. This prohibition includes, but is not limited to, the use of tutors, books, notes, calculators, computers, and wireless communication devices.
- b. A student must not use another person as a substitute in taking an examination or quiz, nor allow other persons to conduct research or to prepare work, without advanced authorization from the instructor to whom the work is being submitted.
- c. A student must not collaborate with other persons on a particular project and submit a copy of a written report that is represented explicitly or implicitly as the student’s individual work.
- d. A student must not steal examinations or other course materials, including, but not limited to, physical copies and photographic or electronic images.

B. Plagiarism

Plagiarism is defined as presenting someone else’s work, including the work of other students, as one’s own. Any ideas or materials taken from another source for either written or oral use must be fully acknowledged, unless the information is common knowledge. What is considered “common knowledge” may differ from course to course.

- a. A student must not adopt or reproduce ideas, opinions, theories, formulas, graphics, or pictures of another person without acknowledgment.
- b. A student must give credit to the originality of others and acknowledge indebtedness whenever:
 - directly quoting another person’s actual words, whether oral or written;
 - using another person’s ideas, opinions, or theories;
 - paraphrasing the words, ideas, opinions, or theories of others, whether oral or written;
 - borrowing facts, statistics, or illustrative material; or

- offering materials assembled or collected by others in the form of projects or collections without acknowledgment

Adapted from Student Academic Misconduct

C. Google Translator or any similar translation tools (human or electronic sources) are **not permitted** for any aspect of our courses and any evidence that they have been used will be considered an infraction of the University Honesty Policy (resulting in a “0” for the assignment and formal university consequences). Please do not even attempt this. It’s just not worth it.

D. Learning Goals and Objectives

This course presents the first principles of Italian language, geography, and culture. Each day you will be involved in a broad variety of assignments and activities that help you build your proficiency in the Italian language. If you participate as requested, the course will enable you to communicate in Italian from the first day of class. If you study and participate in class, by the end of this course:

Learning Goals and Objectives
<p>Listening: you will be able to identify and comprehend main ideas and certain details in beginning-level Italian audio and video texts.</p>
<p>Speaking: you will be able to speak in simple sentences in the present and simple past tense with accuracy and fluency, employing basic conversational strategies to converse in the Italian language.</p>
<p>Reading: you will be able to identify and comprehend main ideas and certain details in beginning-level, Italian texts from a variety of sources (textbooks, literary excerpts, newspapers, websites, magazines, advertisements, etc.).</p>
<p>Writing: You will be able to write complete sentence and short paragraphs in the Italian language with accuracy and coherency, using familiar vocabulary and structures and on a range of familiar topics.</p>
<p>Culture: you will be able to demonstrate cultural understanding through knowledge of facts and simple comparisons with the native culture(s) of classmates on topics addressed in class, such as greetings & register, regional geography, education systems, meals, leisure activities, etc.</p>

Our hope is that your enthusiasm and confidence will grow steadily and we look forward to helping you reach these goals.

E. Grading standards and criteria

Grading Guidelines for Italian M100	Value	Skills Practiced
Supersite work	200	Listening, reading, culture, grammar, pronunciation, vocabulary, writing
14 Canvas quizzes (5 points each)	75	Grammar
4 Written in-class quizzes (40 points each)	160	Listening, reading, culture, grammar, pronunciation, vocabulary, writing
Final oral exam	200	Speaking, grammar, vocabulary, pronunciation, culture
Virtual classroom participation & preparation (3 x 25 self-reflection & 70 instructor discretion)	145	Speaking, grammar, vocabulary, pronunciation, culture
3 writing assignments (30 for the original essay and 10 for the re-write)	120	Writing, grammar, vocabulary, pronunciation, culture
5 Video Diaries (5 x 10)	50	Speaking, grammar, vocabulary, pronunciation, culture
Final Oral Exam Partner Review (2 x 25)	50	Speaking, grammar, vocabulary, pronunciation
	1000	

100-97	A+
96-94	A
93-90	A-
89-87	B+
86-84	B
83-80	B-
79-77	C+
76-74	C
73-70	C-
69-67	D+
66-64	D
63-61	D-
60 & below	F