NOTE to prospective students: This syllabus is intended to provide students who are considering taking this course an idea of what they will be learning. A more detailed syllabus will be available on the course site for enrolled students and may be more current than this sample syllabus.

GERMAN 312 – Third-Year German 3 credits
German for the Professions – “Beyond the Workplace”
ONLINE

Instructor: Catherine Liggett
Contact Information: liggettc@onid.oregonstate.edu
Skype ID: catherinelig
Meeting Time: online
For more information, contact: DANIELLE BATSON, World Languages and Cultures, 213 KIDD, Danielle.Batson@oregonstate.edu

Course Catalog Description: GER 312. THIRD-YEAR GERMAN (3).
Focus on development of German writing, speaking, and listening skills. Conducted in German. Required of German majors and minors. PREREQS: GER 213 or equivalent.

This course combines approximately 90 hours of instruction, online activities, and assignments for 3 credits.

Description
This course continues your introduction to professional life in Germany. In this course, you will encounter linguistic and cultural aspects of working in Germany, as well as acquire knowledge of companies and organizations operating in the German-speaking world. You will also continue developing basic writing, reading, listening, and speaking skills in German through a variety of media. You will build skills important for navigating the workplace including, but not limited to, German resumes, business letters, and communication during interviews. You will review the rules of German grammar via texts and other materials pertinent to having a career in Germany.

Learning outcomes
Upon completion of this course, students should be able to:

- Present themselves professionally and culturally correctly in German
- Understand issues of employment in German-speaking countries and in the EU at large.
- Be able to access information on German, Austrian or Swiss firms in which they are interested in working.
- Improve skills to communicate interculturally in order to devise and exchange ideas clearly and effectively.
- Acquire knowledge and critical appreciation of the diversity of human cultural and social experiences.

Prerequisites
Completion of German 311 or equivalent with a GPA of 2.50 or higher (or instructor approval)
Proficiency

Language proficiency standards in this course correspond to the Common European Framework (CEF). We will be working within the A2/B1 level. By the end of this course, you will be expected to be proficient according to a B1 standard or above. Here is a brief description of the B1 level:

“I can manage in most situations that one would encounter when traveling in the regions where the language is spoken. I can report experiences and events, I can also describe my dreams, hopes and goals both in writing and orally. I have had about 400 hours of German language tuition and have a vocabulary of about 2500 words.”

This course also reflects the themes in the Standards for Foreign Language Learning in the 21st Century (1999), known as "The Five Cs."

Communication

The communication standard stresses the use of language for communication in "real life" situations. It emphasizes "what students can do with language" rather than "what they know about language." Students are asked to communicate in oral and written form.

Cultures

Cultural understanding is an important part of world languages education. Experiencing other cultures develops a better understanding and appreciation of the relationship between languages and other cultures, as well as the student’s native culture. Students become better able to understand other people's points of view, ways of life, and contributions to the world.

Connections

World languages instruction must be connected with other subject areas. Content from other subject areas is integrated with world language instruction through lessons that are developed around common themes.

This course is offered through Oregon State University Extended Campus. For more information, contact:

Web: ecampus.oregonstate.edu  Email: ecampus@oregonstate.edu  Telephone: 800-667-1465
**Comparisons**
Students are encouraged to compare and contrast languages and cultures. They discover patterns, make predictions, and analyze similarities and differences across languages and cultures. Students often come to understand their native language and culture better through such comparisons.

**Communities**
Extending learning experiences from the world language classroom to the home and multilingual and multicultural community emphasizes living in a global society.

---

**Evaluation**

**Quizzes:** You will complete weekly quizzes in this course. Quizzes will be based on readings and materials from the current week, including vocabulary, grammar and content understanding. Quizzes will be open every week from 8 AM on Friday to 12 AM Monday. There are no make-up quizzes.

**Homework:** Each week, you will complete a multi-faceted homework assignment based on the chapter or topic covered that week. All homework must be submitted to the designated drop box via an attachment in Microsoft Word format. Late submissions will be given reduced grades.

**Recordings:** You will also have weekly recording assignments based on readings for that week. These can be completed with the recording tool that works best for you and the instructor and submitted into the proper drop box.

**Interviews:** Three times during the semester your online meeting with the instructor will consist of a graded interview. The instructor will inform you prior to each interview regarding the format and scenario to be followed during the interview.

**Forum Posts:** Each week there will be a new forum prompt posted by the instructor and based on the material for that week. You are required to respond to the instructor’s prompt, along with those of three classmates. All posts should be in German.

**Blog:** Beginning in Week 4, you will be producing weekly blog entries auf Deutsch pertaining to a German-speaking business of your choice. These will be commented upon by the instructor, and you are expected to explore and comment on the blogs of your classmates. Failure to blog and comment in a given week will result in a grade of 0 for that week’s blogging.

**Portfolio:** Throughout this course and the 31X Professions sequence you will be compiling a portfolio of documents pertinent to working in the German world. These include, but are not limited to, a Lebenslauf (resume), cover letter, and brief essays regarding firms of interest in that region.

For more details on specific assignments, please see the course policy provided by your instructor.
Grade breakdown

Forum Participation ......................................................... 10%

Tests ............................................................................... 30%

Homework and Recordings................................. 10%

Portfolio documents................................................. 20%

Blog Project................................................................. 10%

Interviews ................................................................. 20%

TOTAL ................................................................................ 100% 

Learning Resources  NOTE: For textbook accuracy, please always check the textbook list at the OSU Bookstore website. Sample syllabi may not have the most up-to-date information.


Any comprehensive German dictionary (avoid “pocket” dictionaries). Optional, but strongly recommended.

Regular access to a dedicated Internet connection.

A webcam, preferably with integrated microphone, if one is not already part of your computer. An affordable model is available through the OSU bookstore.

A Skype or Google+ account: you will be asked to provide your Skype username to the professor for face to face video chat activities.
Special Needs
Accommodations are collaborative efforts between students, faculty, and Disability Access Services (DAS). Students with accommodations approved through DAS are responsible for contacting the faculty member in charge of the course prior to or during the first week of the term to discuss accommodations. Students who believe they are eligible for accommodations but who have not yet obtained approval through DAS should contact DAS immediately at 541-737-4098.

Student Conduct
Please see the policy found at http://oregonstate.edu/admin/stuchon/achon.htm

Formula for success
There is no generic formula for success. Each student is different and will have to find her or his own learning style. Determining your own studying strategies, participating in class, and communicating with your instructor and your classmates are good ways to ensure a satisfying experience.

TECHNICAL ASSISTANCE:
If you experience computer difficulties, need help downloading a browser or plug-in, assistance logging into the course, or if you experience any errors or problems while in your online course, contact the OSU Help Desk for assistance. You can call (541) 737-3474, email osuhelpdesk@oregonstate.edu or visit the OSU Computer Helpdesk online.

- COURSE DEMO
- GETTING STARTED

COURSE SITE LOGIN INFORMATION
Information on how to login to your course site can be found HERE.

REFUND POLICY INFORMATION
Please see the Ecampus website for policy information on refunds and late fees.

Student Evaluation of Teaching
We encourage you to engage in the course evaluation process each term – online, of course. The evaluation form will be available toward the end of each term, and you will be sent instructions through ONID. You will login to “Online Services/MyOSU” to respond to the online questionnaire. The results on the form are anonymous and are not tabulated until after grades are posted.

Plagiarism
You are expected to submit your own work in all your assignments, postings to the discussion board, and other communications, and to clearly give credit to the work of others when you use it. Academic dishonesty will result in a grade of “F.”

Link to Statement of Expectations for Student Conduct:
http://arcweb.sos.state.or.us/pages/rules/oars_500/oar_576/576_015.html

This course is offered through Oregon State University Extended Campus. For more information, contact:

Web: ecampus.oregonstate.edu  Email: ecampus@oregonstate.edu  Telephone: 800-667-1465