

Instructor: Ahmet Okal

Office: Marshall 459

Office Hours: W 09:30-11:30
& by appointment

E-mail: okal@email.arizona.edu

Class meetings: M-W-F 12:00-13:25

Classroom: COMM 113

Phone: 626-2454

Teaching Assistant: Elif Erten

Office: Marshall 459

Office Hours: M 09:30-11:30
& by appointment

E-mail: erten@email.arizona.edu

Teaching Assistant: Deniz Tat

E-mail: deniztat@email.arizona.edu

Course Description:

The course is designed for students who are interested in learning Turkish language and culture, and who have no previous knowledge of Turkish. In this course, basic conversational skills in Turkish will be introduced to you. You will develop elementary to low-intermediate level of reading and writing skills. Basic grammar required for all skills will also be emphasized. All four skills (reading, writing, listening, and speaking) will be embedded in the course throughout the semester. Materials may be tailored to students' needs and interests. Turkish songs, poems, Turkish newspaper and magazine extracts, movies will be used. Class activities will mostly be based on communicative approach to language teaching.

Course Objectives:

By the end of this one semester class, you will:

- be able to speak beginner level Turkish, producing sentences for introducing yourself, carrying on meaningful conversation, shopping or asking for assistance, etc;
- develop listening, speaking, reading and writing skills in Turkish Language;
- have and use a basic Turkish vocabulary range;
- construct knowledge of Turkish grammar;
- be familiar with the general social aspects of the Turkish people and their culture;
- have developed and used language learning strategies that will help not only with improving your Turkish, but with learning other languages too.

Requirements:

- a. You are required to attend every session. The percentage of absence will affect your grade. You will be given pop-quizzes that will not be announced. Attendance, therefore, is crucial. If you will be absent in order to observe any religious holy days during the semester you must let me know within the first two weeks of class. Please e-mail me about this information.
- b. Class participation is vital.
- c. There will be homework assignments which you are expected to submit on time. Late homework will not be accepted and missed homework assignments will receive a zero. If you must miss class, be sure that you submit any assignments to my mailbox (NES) before class time and that you contact me a classmate to find out what the assignment is for the next session. Work turned in after class time is considered late and will receive a grade of zero.
- d. If you can not take a test with a reason, contact me as soon as you know that you will be missing it. If you have not contacted your instructor to discuss the possibility of a make-up within 24 hours after the test has been given, you will receive a "0".
- e. Please do not bring any food or beverages with you into the classroom other than water. This is university policy.
- f. You are not allowed to use cell phones or pagers during classes.

g. Use of laptop computer during classtime is not allowed.

Course Materials:

ELEMENTARY TURKISH text book (Chapters 1 to 10)

Course Schedule:

A comprehensive schedule is attached to this syllabus in accordance with the ELEMENTARY TURKISH textbook.

Assessment & Grading

Pop-quizzes	20%	90 – 100	= A
Oral Exam (2X5%)	10%	80 – 89	= B
OLE Projects (2x10%)	20%	70 – 79	= C
Assignments	20%	60 – 69	= D
Final Exam	10%		
Tests (2x10%)	20%		
Extra Credit TURKISH TABLE	10%		

Gradekeeper

Your progress in the class will be monthly presented to you as a gradekeeper document.

Exam Format:

There will be two tests: Test 1 will cover the chapters 1-3; Test 2 will cover the chapters 4-7 and a comprehensive final exam for all the chapters covered during the semester (1-10). Question format will be discussed in review sessions prior to the exams.

OLE Projects:

You will be required, on a regular basis, to record oral performances and submit them using OLE board, an asynchronous Online Language Environment. You can access OLE from computers in the Center for Middle Eastern Languages computer lab (Marshall 470) and from other computers on campus. In addition, you may access OLE and do and submit your oral assignments from home. To do this, you will need broadband access to the internet, a browser, Flash 7 or later (available for free), a webcam, and a headphone microphone. You will be given additional training on how to use OLE in class.

Office Hours and Contacting your Instructor:

Please feel free to come to see me during office hours. If you aren't able to make visit with me during office hours, call or send me an e-mail to arrange a meeting time. E-mail is the quickest and most reliable way to contact me.

Class Mail Distribution List

An electronic mail distribution list is established for the class in order to facilitate your communication with one another outside of class and to allow me to disseminate course related information quickly to you all. *You are subscribed* to the list with your University of Arizona e-mail address.

Important Dates:

Monday	September 1	No classes	Labor Day
Wednesday	September 17	OLE Project I	
Wednesday	September 17	Oral exam I	
Wednesday	September 24	Test I	
Wednesday	October 17	OLE Project II	
Wednesday	November 5	Test II	
Thursday-Sunday	November 27-30	No classes	Thanksgiving recess
Wednesday	December 3	Oral exam II	
Wednesday	December 10	Last day of classes	
Wednesday	December 17	Final Exam	11:00 am - 1:00 pm

Incomplete Work:

The University's policy on incomplete grades is as follows:
 The grade of "I" (incomplete) may be awarded only at the end of a term, when all but a minor portion of the course work has been satisfactorily completed. The grade of "I" is not to be awarded in place of a failing grade or when the student is expected to repeat the course; in such a case, a grade other than "I" must be assigned. Students should make arrangements with the instructor to receive an incomplete grade before the end of the term.

If you do not do all the work for the course and have not made arrangements with me to get a grade of "I", you will receive a grade based on whatever grades you have earned so far, with "0" grades for missing work averaged in.

Absence Policies:

All holidays or special events observed by organized religions will be honored for those students who show affiliation with that particular religion. Absences pre-approved by the UA Dean of Students (or Dean's designee) will be honored.

In case of illness, the student is responsible for any work missed. NES Department will automatically excuse up to 3 ninety-minute absences. 3 ninety-minute absences represent a week worth of class time, that's a lot of time considering that we only have about 16 weeks of class. After three such absences of, we will not excuse any absences for any reason. If you arrive 10 minutes after class has begun, you will be considered absent. Please plan to be in class by the scheduled time.

Every absence beyond excused absences will take points away from your attendance grade. See chart below.

<i>Number of 90-minutes absences</i>	<i>Maximum points possible</i>
0-3	10
4	9
5	8

6	7
More than 6 (2 weeks of class)	0

Turkish Table

It is highly recommended that you attend the table, where you have the greatest opportunity to practice with Turkish native speakers. The day and the time of the table will be announced before the third week of classes, upto when a schedule that addresses Elementary, Intermediate and Advanced students simultaneously is arranged.

Students with Disabilities:

If you anticipate the need for reasonable accommodations to meet the requirements of this course, you must register with the Disability Resource Center and request that the DRC send me official notification of your accommodation needs as soon as possible. Please plan to meet with me by appointment or during office hours to discuss accommodations and how my course requirements and activities may impact your ability to fully participate.

Statement on Professional Conduct:

Membership in the academic community imposes on students, faculty members, administrators, and regents, an obligation to respect the dignity of others, to acknowledge their right to express differing opinions, and to foster and defend intellectual honesty, freedom of inquiry and instruction, and free expression on and off campus.

Subject to Change Statement

The information contained in the course syllabus, other than the grade and absence policies, may be subject to change with reasonable advance notice, as deemed appropriate by the instructor.