Beginning Arabic I (ARAB 1411-81001) Syllabus
Dallas College Richland Campus

Contacting Your Instructor
Instructors typically respond to emails from students within 24 hours. However, over the weekend and holiday periods responses may be delayed. Find out more about contacting your instructor.

Instructor Contact Information
Name: Aman Faraj
Email: amansalama@dcccd.edu
Office Location: WH260 – This is an online class
Office Phone: 972-375-8264 (You may contact the instructor using WhatsApp)
Office Hours: N/A
Division Office and Phone: School of Creative Arts, Entertainment & Design, WH250, 972-238-3829, email: rlcworldlanguagescultures@dcccd.edu

Course Information
Course Title: Beginning Arabic I
Course Number: ARAB 1411
Section Number: 81001
Semester/Year: Fall 2020
Credit Hours: 4
Class Meeting Time/Location: There are no on-campus meetings for on-line classes.
Certification Date: 09/05/2020
Last Day to Withdraw: 11/12/2020

Course Prerequisites
➢ It is highly recommended that students taking this course be computer literate.
Course Description
This course is an introductory course intended for students with little or no knowledge of the language. Its aim is to present essential vocabulary and grammar, and to develop the pronunciation, listening, reading, and writing skills necessary for basic communication and comprehension. Customs and cultural insights are also presented.

Course Overview
➢ What is an on-line class?
  • This course is comprised of online lab/homework assignments. It includes the following components:
    ▪ Reading from your text book - Alif Baa Introduction to Arabic Letters and Sounds
    ▪ Online work from the book’s companion web site
  All work is completed online. We'll use the textbook Alif Baa Introduction to Arabic Letters and Sounds and the Text book web site, where you’ll complete your assignments. It is important to keep in mind that this is NOT a self-paced course. You will need to meet certain deadlines throughout the semester. You may work ahead, however. In order to be successful in this course you should be self-motivated and have a good degree of self-discipline.

➢ Time Commitment
  • Successful performance in this course will require a minimum commitment of 14 hours a week. During the short, summer and flex terms, you should plan on 4 times that amount. It is important that you study every day and review the material you have learned several times, including videos and the Companion Web Site activities. Leaving everything until the last few days before the deadline is a recipe for disaster.

➢ Extra Credit Policy
  • Under no circumstances will extra credit points be given.

➢ Student IntellectualCompetencies, Educational Objectives and Learning Outcomes
  • Core Curriculum Intellectual Competencies:
    ▪ Reading: The ability to analyze and interpret printed materials
- **Writing:** The ability to produce clear, correct and coherent prose
- **Speaking:** The ability to communicate orally in clear, coherent, appropriate language
- **Listening:** The ability to analyze and interpret various forms of spoken communication

- **Exemplary Educational Objectives:**
  - To understand and demonstrate writing, speaking, listening and reading.
  - To participate effectively in a group or in a one-on-one situation with emphasis on listening and responding.

- **Student Learning Outcomes:**
  - To pronounce the Arabic vowels, consonants correctly.
  - To pronounce Arabic words correctly, paying special attention to short and long vowels
  - To begin to develop your ability to speak Arabic.
  - To begin to develop your ability to understand spoken Arabic.
  - To begin to develop your ability to read and write Arabic.
  - To begin acquiring a working knowledge of Arabic grammatical structures and to apply these structures in speech and writing.
  - To begin to develop your functional Arabic vocabulary.
  - To begin to develop an awareness of various aspects of Arabic culture through reading and discussion.

**Texas Core Objectives**

The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the activities you engage in will give you the opportunity to practice two or more of the following core competencies:

1. **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

2. **Communication Skills** - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication
3. **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions

4. **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

5. **Personal Responsibility** - to include the ability to connect choices, actions, and consequences to ethical decision-making

6. **Social Responsibility** - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**Required Course Materials**

If your Dallas College course requires learning materials they will be provided as part of the IncludED program (dcccd.edu/included) or as free materials you can access in your online course shell.

If you opt out of the IncludED program, you are responsible for obtaining all your required learning materials by the first day of the class. For more details, see [Institutional Policies](#).

1. **Alif Baa Introduction to Arabic Letters and Sounds, Third Edition**  
   Publication Date: July 1, 2010 - Book (Paperback)

2. All students are required to obtain an online access code, to access the text, exercises, videos and home works; using the Text Book web site is mandatory. Students are responsible to obtain the access rights to this web site. Once access is obtained, students must enroll in the class following instructions below:

   **Enrollment URL, set up an account and login instructions:**
   - This is a unique URL and students must use it to log in and access the websites any time.
     - The enrollment course title is:
       “Aman Salama Richland College ARAB-1411-81001-FALL 2020  
       Alif Baa - Fall”

     - The course enrollment link is:  
       [https://learn.smartsparrow.com/sso/oidc/to?relying_party_id=3cbd5140-713b-11e9-858a-31be2f368b9f&continue_to=https%3A%2F%2Flearn.smartsparrow.co](https://learn.smartsparrow.com/sso/oidc/to?relying_party_id=3cbd5140-713b-11e9-858a-31be2f368b9f&continue_to=https%3A%2F%2Flearn.smartsparrow.co)
• This is the unique class URL for students to access the course on the companion website.
• This is the only URL students should be using to access the companion website throughout the teaching period.
• No other link should be used or bookmarked by a student.
• If you experience trouble logging in, remember that only this URL should be used.

3. Arabic Keyboard to complete the course’s drills, quizzes and exams.

**Graded Work**
The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

**Summary of Graded Work**

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>10 %</td>
</tr>
<tr>
<td>Discussion Board (Total of three)</td>
<td>15 %</td>
</tr>
<tr>
<td>Online Homework</td>
<td>35 %</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>20 %</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20 %</td>
</tr>
<tr>
<td>TOTAL</td>
<td>100 %</td>
</tr>
</tbody>
</table>

**Final Grade**

<table>
<thead>
<tr>
<th>Percentages</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>Percentages</td>
<td>Letter Grade</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------</td>
</tr>
<tr>
<td>0-59%</td>
<td>F</td>
</tr>
</tbody>
</table>

*You should check your grades regularly on the Supersite (not eCampus). You won’t be able to see your average grade (cumulative total) until AFTER the deadline has passed. If you want to see the grade you received on individual activities at any time, you can click on the ‘Details’ option under Grades.

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******* Course Calendar is on next Page *******
## Course Calendar

<table>
<thead>
<tr>
<th>Week</th>
<th>Unit</th>
<th>Assignments</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Orientation and introduction</td>
<td>Discussion Board 1 (Located on eCampus)</td>
<td>August 30, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>2</td>
<td>Unit 1</td>
<td>Website Homework</td>
<td>September 06, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>3</td>
<td>Unit 2</td>
<td>Website Homework</td>
<td>September 13, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>4</td>
<td>Unit 3</td>
<td>Website Homework</td>
<td>September 20, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>5</td>
<td>Unit 4</td>
<td>Website Homework</td>
<td>September 27, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>6</td>
<td>Unit 5</td>
<td>Website Homework</td>
<td>October 04, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>7</td>
<td>Unit 5</td>
<td>Website Homework</td>
<td>October 11, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>8</td>
<td>Units 1,2,3,4, and 5</td>
<td>Midterm exam (Located on eCampus)</td>
<td>October 18, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>9</td>
<td>Unit 6</td>
<td>Website Homework</td>
<td>October 25, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>10</td>
<td>Unit 6</td>
<td>Website Homework</td>
<td>November 01, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Discussion Board 2 (Located on eCampus)</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Unit 7</td>
<td>Website Homework</td>
<td>November 08, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>12</td>
<td>Unit 8</td>
<td>Website Homework</td>
<td>November 15, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>13</td>
<td>Unit 9</td>
<td>Website Homework</td>
<td>November 22, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>14</td>
<td>Unit 10</td>
<td>Website Homework Thanksgiving Holiday</td>
<td>November 29, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>15</td>
<td>Discussion Board 3</td>
<td>Write a letter to a friend in Arabic</td>
<td>December 06, 2020 at 11:59 pm central time</td>
</tr>
<tr>
<td>16</td>
<td>Units 6,7,8,9, and 10</td>
<td>Final Exam (Will be due on a Tuesday)</td>
<td>December 08, 2020 at 11:59 pm central time</td>
</tr>
</tbody>
</table>

➢ **Incompletes**

An Incomplete is only granted based on the circumstances and standing of the student. A contract must be signed before it is given. Students must complete work within a specific time frame to get a passing grade based on their performance.
➢ **Late Work Policy**

It is important to stay current in this course. You must meet the deadlines posted for each lesson. You can work ahead without penalty, **but you will not receive points for late work, including the tests.** Look ahead and manage your time wisely.

➢ **Institutional Policies**

Institutional Policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

➢ **Withdrawal Policy**

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by **Thursday, November 12, 2020.** Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. To withdraw from a course, go to eConnect [http://econnect.dcccd.edu](http://econnect.dcccd.edu/)

➢ **Technical Support for eCampus**

Although the system you will be using for this course can be reached through the computer labs at any DCCCD campus, you are responsible for required equipment and technical support. If you are having problems with eCampus, contact eCampus technical support by email or by phone.

- To submit a ticket by email:
  

- To submit a ticket by phone:
  - Local: 972-669-6402
  - Toll Free: 1-866-374-7169

➢ **Technical Support for Online companion web site**

If you have any technical issues or questions, please submit a support request at [smartsparrow.com/support](http://smartsparrow.com/support). Be sure to include the following information in your message to support:

1. The email you used to create your account and access Smart Sparrow
2. Institution name
3. Course title and enrollment URL link
4. Detailed description of your issue or question (including the events that lead up to your issue)
5. Screenshot or screencast (if applicable)

➢ **Disclaimer**

   The instructor reserves the right to amend this syllabus as necessary.