

## Term Information

Effective Term Summer 2019  
[Previous Value](#) [Spring 2019](#)

## Course Change Information

### What change is being proposed? (If more than one, what changes are being proposed?)

In order to increase the efficiency of the course and be able to track instructor hours more carefully, each online course will have four recitation sections of 30 mins/week that students must sign up for. In addition, we are removing flexible credit. These courses will be 4 credits with no option for adjusting the credit hours. In other words, we are not using the individualized instruction model but rather an online course model that allows less flexibility and more commitment. This changes very little in the course. It just means that instead of flexible meetings with the instructor, students have to stay on track with the course. I added the 4-week option because we want to offer this intensively over the summer. I changed the number to indicate that this is not an II course.

### What is the rationale for the proposed change(s)?

We found that instructor hours were being wasted on setting up individual appointments and, when students drop to fewer credit hours, that means we are not maximizing instructor teaching hours. In other words, we found a lot of wasted time among instructors.

### What are the programmatic implications of the proposed change(s)?

(e.g. program requirements to be added or removed, changes to be made in available resources, effect on other programs that use the course)?

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Is approval of the request contingent upon the approval of other course or curricular program request? No

Is this a request to withdraw the course? No

## General Information

Course Bulletin Listing/Subject Area	Italian
Fiscal Unit/Academic Org	French & Italian - D0545
College/Academic Group	Arts and Sciences
Level/Career	Undergraduate
Course Number/Catalog	1101.71
<a href="#">Previous Value</a>	<a href="#">1101.61</a>
Course Title	Italian Distance Learning I
<a href="#">Previous Value</a>	<a href="#">Italian Individualized Distance Learning I</a>
Transcript Abbreviation	Ital Distance 1
<a href="#">Previous Value</a>	<a href="#">Ital Indiv Dis 1</a>
Course Description	This online version of Italian 1101.01 is designed for development of listening, reading, speaking, writing skills and cultural competency. Taught in Italian. Note: Online courses are not for everyone; the successful student is organized, self-motivated, and comfortable with technology.
<a href="#">Previous Value</a>	<a href="#">This online version Italian 1101.01 is a self-paced, mastery-based program designed for development of listening, reading, speaking, writing skills and cultural competency. Taught in Italian. Progress sequential cr hr to cr hr. 80% proficiency req for advancement. The successful student is organized, self-motivated, and comfortable with technology.</a>
Semester Credit Hours/Units	Fixed: 4
<a href="#">Previous Value</a>	<a href="#">Variable: Min 1 Max 4</a>

## Offering Information

**COURSE CHANGE REQUEST**  
1101.71 - Status: PENDING

Last Updated: Vankeerbergen, Bernadette  
Chantal  
01/29/2019

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<b>Length Of Course</b>	14 Week, 7 Week, 4 Week
<a href="#">Previous Value</a>	<a href="#">14 Week, 7 Week</a>
<b>Flexibly Scheduled Course</b>	Never
<b>Does any section of this course have a distance education component?</b>	Yes
<b>Is any section of the course offered</b>	100% at a distance
<b>Grading Basis</b>	Letter Grade
<b>Repeatable</b>	No
<a href="#">Previous Value</a>	<a href="#">Yes</a>
<a href="#">Previous Allow Multiple Enrollments in Term</a>	<a href="#">Yes</a>
<a href="#">Previous Max Credit Hours/Units Allowed</a>	<a href="#">4</a>
<a href="#">Previous Max Completions Allowed</a>	<a href="#">4</a>
<b>Course Components</b>	Recitation, Lecture
<a href="#">Previous Value</a>	<a href="#">Independent Study, Lecture</a>
<b>Grade Roster Component</b>	Lecture
<a href="#">Previous Value</a>	<a href="#">Independent Study</a>
<b>Credit Available by Exam</b>	Yes
<b>Exam Type</b>	Advanced Placement Program, Departmental Exams, International Baccalaureate
<b>Admission Condition Course</b>	No
<b>Off Campus</b>	Never
<b>Campus of Offering</b>	Columbus
<a href="#">Previous Value</a>	<a href="#">Columbus, Lima, Mansfield, Marion, Newark</a>

## Prerequisites and Exclusions

<b>Prerequisites/Corequisites</b>	
<b>Exclusions</b>	Not open to students with credit for 1101, 1101.01, 1101.02, 1101.03, 1101.61, or 5101.
<a href="#">Previous Value</a>	<a href="#">Not open to students with credit for 1101, 1101.01, 1101.02, 1101.03, or 5101.</a>
<b>Electronically Enforced</b>	Yes

## Cross-Listings

Cross-Listings

## Subject/CIP Code

<b>Subject/CIP Code</b>	16.0902
<b>Subsidy Level</b>	General Studies Course
<b>Intended Rank</b>	Freshman, Sophomore, Junior, Senior

## Requirement/Elective Designation

General Education course:  
Foreign Language

## Course Details

**COURSE CHANGE REQUEST**  
1101.71 - Status: PENDING

Last Updated: Vankeerbergen, Bernadette  
Chantal  
01/29/2019

**Course goals or learning objectives/outcomes**

- understand your instructor's explanations and commands with frequent explanations and clarifications
- understand short, authentic texts, such as advertisements, tables and brief descriptions
- engage in brief conversations on topics mostly related to yourself and your surroundings with your instructor
- write short essays on familiar topics using the structures and vocabulary you have learned
- discuss a variety of topics related to Italian culture and society and make contrasts and comparisons with your own culture
- understand different aspects of Italian culture

**Content Topic List**

- Italian language
- Italian culture

**Sought Concurrence**

No

**Attachments**

- Italian 1101.61 I.I. syllabus final.doc: old syllabus  
*(Syllabus. Owner: Aski, Janice Marie)*
- Italian 1101.71 syllabus.doc: new syllabus  
*(Syllabus. Owner: Aski, Janice Marie)*

**Comments**

- One last question I have. Should this be independent study or lecture? There is no good option for online. *(by Aski, Janice Marie on 01/23/2019 04:49 PM)*
- Sent back to make changes. *(by Vankeerbergen, Bernadette Chantal on 01/22/2019 02:29 PM)*

**Workflow Information**

Status	User(s)	Date/Time	Step
Submitted	Aski, Janice Marie	01/21/2019 11:33 AM	Submitted for Approval
Approved	Renga, Dana	01/21/2019 11:35 AM	Unit Approval
Approved	Heysel, Garrett Robert	01/21/2019 03:23 PM	College Approval
Revision Requested	Vankeerbergen, Bernadette Chantal	01/22/2019 02:29 PM	ASCCAO Approval
Submitted	Aski, Janice Marie	01/23/2019 04:49 PM	Submitted for Approval
Approved	Renga, Dana	01/23/2019 04:56 PM	Unit Approval
Approved	Heysel, Garrett Robert	01/23/2019 09:46 PM	College Approval
Pending Approval	Nolen, Dawn Vankeerbergen, Bernadette Chantal Oldroyd, Shelby Quinn Hanlin, Deborah Kay Jenkins, Mary Ellen Bigler	01/23/2019 09:46 PM	ASCCAO Approval



# ITALIAN 1101.71

## BEGINNING ITALIAN DISTANCE LEARNING

4 CREDIT HOURS

### Instructor Information

Instructor: Carla Onorato Wysokinski

Email: [wysokinski.1@osu.edu](mailto:wysokinski.1@osu.edu), [onorato.carla@gmail.com](mailto:onorato.carla@gmail.com)

Office hours: by appointment. Appointments can be scheduled at: <https://iilc.as.me/>

### GE Goals

Students demonstrate skills in communication across ethnic, cultural, ideological, and national boundaries, and appreciate other cultures and patterns of thought.

### GE Expected Learning Outcomes

1. Students employ communicative skills (e.g. speaking, listening, reading, and/or writing) in a language other than their native language.
2. Students describe and analyze the cultural contexts and manifestations of the peoples who speak the language that they are studying.
3. Students compare and contrast the cultures and communities of the language that they are studying with their own.

### Course description

Italian 1101.71 is an **online** version of the classroom course for Italian 1101.01 and it is designed to mirror the courses offered in the classroom.

You will complete the majority of your learning on your own by completing the work described in the syllabus, but you will attend mandatory online recitation meetings with your instructor as indicated on the weekly syllabus.

### Course Learning Outcomes

At the end of Italian 1101.71, you should be able to:

- understand your instructor's explanations and commands with frequent explanations and clarifications;
- understand short, authentic texts, such as advertisements, tables and brief descriptions;
- engage in brief conversations on topics mostly related to yourself and your surroundings with your instructor;

- write short essays on familiar topics using the structures and vocabulary you have learned;
- understand different aspects of Italian culture;
- discuss a variety of topics related to Italian culture and society and make contrasts and comparisons with your own culture.

### Course material

- Aski, Janice M., Diane Musumeci, Justin Ehrenberg, Carla Onorato Wysokinski, Zoé Robles, Daryl Rodgers, and Amy Rowden. 2017. **Connect online access code and e-book. *Avanti!*** New York: McGraw Hill. **4<sup>th</sup> edition**

On connect.mheducation.com you can purchase the Connect online access code, which includes the e-book. After you purchase the code, you can order a discounted loose-leaf version that will be delivered to you. The Connect access code is valid for two years, please plan your course sequence accordingly.

If you are unable to buy a book at this time, you can find a 2-week Courtesy Access on connect.mheducation.com, under Students/Get Started, or a printed textbook/workbook on Reserve in Thompson Library. You can download an offline copy of the e-book by installing the ReadAnywhere app on your smartphone or tablet, downloadable from the Connect site.

- One 10-minute **TalkAbroad** session. Sessions can be purchased on [www.talkabroad.com](http://www.talkabroad.com). A package of 4 sessions can be purchased online. See the Appendix for additional info on purchasing these sessions.

### Course technology

For help with your password, university e-mail, Carmen, or any other technology issues, questions, or requests, contact the OSU IT Service Desk. Standard support hours are available at <https://ocio.osu.edu/help/hours>, and support for urgent issues is available 24x7.

- **Self-Service and Chat support:** <http://ocio.osu.edu/selfservice>
- **Phone:** 614-688-HELP (4357)
- **Email:** [8help@osu.edu](mailto:8help@osu.edu)
- **TDD:** 614-688-8743

### Technical skills and equipment necessary for online courses

- Basic computer, web-browsing and chatting skills
- Navigating Carmen (Ohio State learning management system), using Connect (McGraw-Hill online platform) to complete homework, using Carmen Connect and Skype to meet online with your instructor, using Acuity to set online appointments, using Tegrity to video-record exams
- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection, microphone, webcam, headphones

- If you need additional services to use communication and multimedia technologies, please request accommodations with your instructor.

## Grading and Normal Progress

### Course evaluation

<b>Recitation meetings' attendance and participation</b>	15%
<b>Quizzes</b>	30%
<b>Homework: Connect, TalkAbroad</b>	30%
<b>Final oral project</b>	10%
<b>Final exam</b>	15%

### Grading scale

<b>93–100: A</b>	<b>87–89.9: B+</b>	<b>80–82.9: B-</b>	<b>77.9</b>
<b>90–92.9: A-</b>	<b>83–86.9: B</b>	<b>78–79.9: C+</b>	<b>or below: E</b>

**RECITATION MEETINGS:** Online recitation meetings with your instructor are mandatory and will take place on Carmen Connect. Appointments will be conducted in Italian; English is allowed only during the last 5 minutes of each meeting and at the initial orientation.

Weekly meetings will last 30 minutes and will include a discussion of grammar and vocabulary, conversation practice and development of cultural competency. These meetings are the equivalent of a class, so do not miss any of them. Please notify instructor of any changes to the schedule by email. You will receive a zero for a meeting if you miss it without a documented excuse.

You are allowed two “grace” absences, for which you do not have to provide documentation, and after that your course grade will drop by half a grade with any absence of any kind, excused or unexcused.

Only once during the semester you can make up a missed recitation meeting by doing one extra 30-minute TalkAbroad session.

**ONLINE QUIZZES:** You will take quizzes online on Connect at [connect.mheducation.com](https://connect.mheducation.com). During the entire quiz you and your surroundings will be **video-recorded via webcam and a screenshot of your computer screen will be captured by the Tegrity proctoring system**. Your instructor will be able to review all recordings afterwards. See the Appendix for details.

**HOMEWORK:** You must complete all the assigned online homework indicated on the weekly syllabus before you meet your instructor. Translators are strictly forbidden; you may only use an online dictionary such as [wordreference.com](http://wordreference.com) to query one word at a time but not phrases, sentences or paragraphs. No proof-reading by native speakers, friends or tutors is allowed. Be aware that your instructor has extensive teaching experience and can tell immediately if a student is cheating by using these means of support. In this case your instructor will have you redo the assignment while being proctored. If it happens again, you will be reported to COAM. If you are suspected of using a translator or outside sources of assistance during an exam, you will be reported to COAM.

- **Connect** assignments are on [connect.mheducation.com](http://connect.mheducation.com). The Section Web Address needed to register for your specific section is posted on Carmen. See Appendix for details. A Self-test will be part of homework and it will let you test your knowledge before taking the quiz, as well as practice using the Tegrity video-proctoring system.

- One **TalkAbroad** session is required. The conversation with a native speaker will be 10 minutes in duration and take place through [www.talkabroad.com](http://www.talkabroad.com) at the cost of \$7.50 per conversation. Sessions are intended as conversation practice and as preparation for the oral project, the topics for the conversation will be specified by your instructor on the TalkAbroad site. See Appendix for details. You can purchase a package of 4 sessions.

**FINAL ORAL PROJECT:** The final oral project will be 6-8 minutes in length. Instructions will be posted on Carmen.

**FINAL EXAM:** The final exam's time will be announced by your teacher. The final will include reading and writing activities.

**EXTRA CREDIT opportunities:** 1) **15-minute conversation sessions** with our on-campus instructors will be available for extra credit or to practice speaking. The sessions are on a first-come first-served basis and only one is allowed per day. **For every 3 sessions you earn 1% more on your overall grade, up to a maximum of 3% (9 sessions).** The last 3 weeks of classes are usually in high demand, please plan accordingly. You can attend as many sessions as you like but only up to 9 can count as extra credit.

2) During the semester we will offer some departmental **events** that count as one conversation session, or two if specified.

3) You may purchase **additional TalkAbroad sessions**, besides the mandatory ones, and count them as conversation sessions. One 10-minute TalkAbroad = one 15-minute conversation session.

### **Deadlines and registration**

- Buy your textbook materials and TalkAbroad session immediately
- Completion of orientation: by the first Friday of the semester

## Faculty feedback and response time

We will reply to e-mails within **24-48 hours** in most circumstances. During semester breaks (fall break, Thanksgiving break, etc.), we will reply after the break.

## Academic integrity policy

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc>

**If an instructor suspects that a student has committed academic misconduct in this course, s/he is obligated by University Rules to report suspicions to the Committee on Academic Misconduct.** If COAM determines that you have violated the University’s *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact your instructor.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- The Committee on Academic Misconduct web pages (COAM Home)
- *Eight Cardinal Rules of Academic Integrity* ([www.northwestern.edu/uacc/8cards.htm](http://www.northwestern.edu/uacc/8cards.htm))

## Copyright Disclaimer

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

## Statement on Title IX

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at [titleix@osu.edu](mailto:titleix@osu.edu)



## Student Support Services

Ohio State offers a variety of support services to students, including access to academic advising support and answers to a number of questions students may have.

- Arts and Sciences Academic Support Services
- Student Services and Resources

Students with disabilities (including mental health, chronic or temporary medical conditions) that have been certified by the Office of Student Life Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office of Student Life Disability Services is located in 098 Baker Hall, 113 W. 12th Avenue; telephone 614- 292-3307, [slds@osu.edu](mailto:slds@osu.edu); [slds.osu.edu](http://slds.osu.edu).

## Accessibilities of course technologies, privacy policies and other course policies

- Carmen/Canvas accessibility is at <https://community.canvaslms.com/docs/DOC-2061>
- Carmen Connect accessibility is at <http://u.osu.edu/distanceeducation/accessibility/>
- McGraw-Hill Connect technical help can be found at [www.mhhe.com/support](http://www.mhhe.com/support) or call (800) 331-5094; accessibility can be found at <https://www.mheducation.com/about/accessibility.html>; privacy policy is at <https://www.mheducation.com/privacy.html>
- Tegrity privacy policy is at <http://www.mhhe.com/tegrity/privacy.html>; technical help and accessibility can be found [www.mhhe.com/support](http://www.mhhe.com/support) or call (800) 331-5094
- Acuity privacy policy is at <https://acuityscheduling.com/privacy.php>; accessibility, technical help and terms can be found at [www.acuityscheduling.com](http://www.acuityscheduling.com)
- Skype accessibility can be found at <http://www.microsoft.com/en-us/accessibility>; privacy policy is at <https://privacy.microsoft.com/en-us>; technical help is available at <https://support.microsoft.com/en-us>
- TalkAbroad accessibility and privacy policy are at <https://talkabroad.com/terms>; technical help is available at <https://talkabroad.com/>
- An overview and contact information for student services offered on the OSU main campus can be found at <http://ssc.osu.edu>
- Student academic services on the OSU main campus are at <http://advising.osu.edu/welcome.shtml>

<b>WEEKLY SYLLABUS</b>	
<b>Orientation:</b> discussion of course guidelines and websites	
<b>Avanti! Chapter 1</b>	
Study Strategie p. 2-6	Connect: Strategie, Pronuncia
Study Lessico p. 7-12	Connect: Lessico
<b>Recitation meeting 1</b>	
Study Strutture 1.1 p. 13	Connect: Strutture 1.1
Study Strutture 1.2 p. 14-15	Connect: Strutture 1.2
Study Strutture 1.3 p. 16-17	Connect: Strutture 1.3
<b>Recitation meeting 2</b>	
Study Strutture 1.4 p. 18	Connect: Strutture 1.4
Study Strutture 1.5 p. 19-21	Connect: Strutture 1.5
Study Cultura p. 22-26	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>Recitation meeting 3</b>	
<b>ONLINE QUIZ chapter 1</b>	
<b>Avanti! Chapter 2</b>	
Study Strategie p. 30-34	Connect: Strategie, Pronuncia
Study Lessico p. 35-38	Connect: Lessico
<b>Recitation meeting 4</b>	
Study Strutture 2.1 p. 39-43	Connect: Strutture 2.1
Study Strutture 2.2 p. 44-47	Connect: Strutture 2.2
Study Strutture 2.3 p. 48	Connect: Strutture 2.3
<b>Recitations meeting 5</b>	
Study Strutture 2.4 p. 49-51	Connect: Strutture 2.4
Study Cultura p. 52-58	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>Recitation meeting 6</b>	

<b>ONLINE QUIZ chapter 2</b>	
<b><i>Avanti!</i> Chapter 3</b>	
Study Strategie p. 62-67	Connect: Strategie, Pronuncia
Study Lessico p. 68-71	Connect: Lessico
<b>Recitation meeting 7</b>	
Study Strutture 3.1 p. 72-75	Connect: Strutture 3.1
Study Strutture 3.2 p. 76-79	Connect: Strutture 3.2
Study Strutture 3.3 p. 80-82	Connect: Strutture 3.3
<b>Recitation meeting 8</b>	
Study Strutture 3.4 p. 83-86	Connect: Strutture 3.4
Study Cultura p. 87-92	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>Recitation meeting 9</b>	
<b>ONLINE QUIZ chapter 3</b>	
<b><i>Avanti!</i> Chapter 4</b>	
Study Strategie p. 95-96	Connect: Strategie, Pronuncia
Study Lessico p. 97-99	Connect: Lessico
<b>Recitation meeting 10</b>	
Study Strutture 4.1 p. 100-102	Connect: Strutture 4.1
Study Strutture 4.2 p. 103-106	Connect: Strutture 4.2
Study Strutture 4.3 p. 107-111	Connect: Strutture 4.3
<b>Recitation meeting 11</b>	
Study Strutture 4.4 p. 112-113	Connect: Strutture 4.4
Study Cultura p. 114-120	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>Recitation meeting 12</b>	
<b>ONLINE QUIZ chapter 4</b>	
<b><i>Avanti!</i> Chapter 5</b>	
Study Strategie p. 123-127	Connect: Strategie, Pronuncia

Study Lessico p. 128-133	Connect: Lessico
Study Strutture 5.1 p. 134-137	Connect: Strutture 5.1
<b>Recitation meeting 13</b>	
Study Strutture 5.2 p. 138-141	Connect: Strutture 5.2
Study Strutture 5.3 p. 142-145	Connect: Strutture 5.3
Study Strutture 5.4 p. 146-148	Connect: Strutture 5.4
Study Cultura p. 149-154	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>Recitation meeting 14</b>	
<b>TalkAbroad session due</b>	
<b>ONLINE QUIZ chapter 5</b>	
<b>Final oral project due</b>	
<b>Final exam</b>	

## APPENDIX

**Connect homework:** All videos and the online workbook are on [connect.mheducation.com](http://connect.mheducation.com). You need the Connect Access Code (purchased with your Avanti book or online) and the Section Web Address (provided on Carmen) in order to sign up to your section. You need a microphone and a webcam to complete activities in Connect, if your computer does not come with them.

Technical problems: After using different browsers or computers, updating Java, allowing pop-ups and consulting the troubleshooting handout on Carmen, if you are having technical problems related to your account, recording or computer issues, call (800) 331-5094, use the live chat line or visit [www.mhhe.com/support](http://www.mhhe.com/support)

Be sure to complete ALL items in ALL the Connect activities before you take your quiz. If there are any unanswered items, any activities that are completely blank, or if incomprehensible responses are given for open-ended questions, points will be deducted accordingly. You will have three attempts to complete each assignment. After you have finished and submitted your first and second attempt, your score and any errors will be indicated. After your last attempt, the correct answers are displayed for all items. We strongly recommend that you go over the correct answers. Remember: practice makes perfect! especially when learning a foreign language.

**TalkAbroad:** A TalkAbroad **section code** for your specific session will be posted on Carmen. Your instructor will provide the prompts for your conversation with a native speaker. You first will need to create a free TalkAbroad account, join the specific class section shown on Carmen, and purchase a conversation. Then you will choose a TalkAbroad conversation partner and

select a date and time from his/her online schedule. [Note: In order to ensure a full 10 minutes to complete your conversation, it is critical that you are set up and ready to begin your scheduled appointment *on time*. Partners have appointments every 10 minutes and need to begin and end conversations on time, even if a student arrives late.] Your conversation will be recorded and photographed automatically, and the audio file will be available to you for review in your TalkAbroad account. Your instructor will access your recording, photograph, and time log through TalkAbroad.

**Creating an account:** To create an account you need to access the TalkAbroad website located at [www.talkabroad.com](http://www.talkabroad.com). Find the link labeled "Get Started Now" or "Register Now". You may also access the registration page by clicking "login" and "Create new student account". It is important that you pay close attention when you register. An error will cause problems when connecting with a conversation partner in the future.

**Common registration errors:** Please be sure to double check your registration form before continuing. You can always make changes to your information by going to Manage Account on your homepage.

**Email address:** All confirmation emails will be sent here.

**Time zone:** Your conversation partner will likely be in a different time zone than you. This is used to calculate the correct time for your partner to call you.

If any of this data is incorrect you will likely experience problems when completing your assignments.

**Joining your class section:** Upon registering you will be prompted to enter your **section code** (see Carmen) and register for the correct class. It is important that you register for your section rather than click the link "I am studying outside of a formal class." If you are not registered for the correct section your professor will be unable to view or grade your completed conversations.

Click "Purchase Credits" and enter your credit card details. Select the language and the number of credits you desire to purchase. In this class you will purchase 2. Click "Select." After viewing the total payment click "Confirm Payment." Your credit card will be charged and your account credited.

From your homepage, click "Make Reservation." Take time to look at the conversation partners' profiles that include information such as their favorite movies and interests. Once you have selected a partner, take a look at his or her calendar. All times will be displayed in the time zone you selected when registering. Choose a time and confirm on the following page. Input your cell phone number if you would like to receive a text message reminder. Conversations may be canceled up to 12 hours prior to the scheduled time.

### **Setting up Tegrity to record online quizzes:**

1. Click on 'Recorded lectures' from the Tegrity widget for your Connect section
2. Click on Course Tasks (left side).

3. Select Start a Test
  4. You will receive a popup if the instructor has enabled the 'Show course testing policy when students start tests' option
  5. If this is the first time you are using this feature, you will need to accept and run the **TegRunner.exe install file**
  6. After the installation is complete you will see the Tegrity Recorder panel; use the tests in this panel to ensure hardware is functioning correctly
  7. For your image, you should then display **identification to the webcam** to prove identity
  8. Click Record/Start a Test
  9. You will then access the exam through Connect, with the recording working in the background while they answer their questions
- Once the exam is complete, you will need to click the **Stop** button in the Tegrity Recorder and choose to **Upload the video** in the background

**Setting up Tegrity for Mac users:**

Compliance Report: <http://help.tegrity.com/kb/tegrity-section-508-compliance-report>

Install Mac Recorder: <http://help.tegrity.com/kb/how-to-install-mac-recorder-2>

Record lecture on Mac: <http://help.tegrity.com/kb/how-to-record-a-lecture-on-a-mac>

Getting Started: <http://help.tegrity.com/kb/instructors-getting-started>



# ITALIAN 1101.61

## BEGINNING ITALIAN 1 INDIVIDUALIZED INSTRUCTIONS: DISTANCE LEARNING

1-4 CREDIT HOURS

### Instructor Information

Instructor: Carla Wysokinski

Email address: [wysokinski.1@osu.edu](mailto:wysokinski.1@osu.edu)

Office hours: by appointment. Appointments can be scheduled at <https://iilc.as.me/>

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### GE Expected Learning Outcomes

1. Students employ communicative skills (e.g. speaking, listening, reading, and/or writing) in a language other than their native language.
2. Students describe and analyze the cultural contexts and manifestations of the peoples who speak the language that they are studying.
3. Students compare and contrast the cultures and communities of the language that they are studying with their own.

### Course description

Italian 1101.61 is an **online** Individualized Instruction version of the classroom course for Italian 1101.01. Italian Individualized Instruction is a self-paced, mastery-based program that is designed to mirror the courses offered in the classroom.

One complete course is four credits but unlike the classroom, you can complete four credits in one semester or spread them out over more semesters.

You will complete the majority of your learning on your own by completing the work described in the weekly syllabus, but you will make mandatory online appointments with your instructor as indicated on the weekly syllabus.

You are in charge of your learning in that you decide how many credits you would like to take in a given term, schedule appointment times and decide when you are ready to take tests.

The amount of work that you complete in your course depends on the number of credit hours that you are taking. Each credit hour corresponds to a given amount of work; there are 4 units if taking all 4 credit hours.

Units	<i>Avanti!</i> chapters
Unit 1 (1 credit hour)	Chapters 1 & 2
Unit 2 (1 credit hour)	Chapter 3
Unit 3 (1 credit hour)	Chapter 4
Unit 4 (1 credit hour)	Chapter 5

### Course Learning Outcomes

At the end of 4 units of Italian 1101.61, you should be able to:

- understand your instructor's explanations and commands with frequent explanations and clarifications;
- understand short, authentic texts, such as advertisements, tables and brief descriptions;
- engage in brief conversations on topics mostly related to yourself and your surroundings with your instructor;
- write short essays on familiar topics using the structures and vocabulary you have learned;
- understand different aspects of Italian culture;
- discuss a variety of topics related to Italian culture and society and make contrasts and comparisons with your own culture.

### Course material

- Aski, Janice M., Diane Musumeci, Justin Ehrenberg, Carla Onorato Wysokinski, Zoé Robles, Daryl Rodgers, and Amy Rowden. 2017. **Connect online access code and e-book. *Avanti!*** New York: McGraw Hill. **4<sup>th</sup> edition**

You may purchase the access code on [connect.mheducation.com](https://connect.mheducation.com). The access code is valid for two years and it will be used for the entire 1101-1103 program. You may choose to purchase a printed copy of the textbook or add a discounted loose-leaf copy after you buy the access code. A free 2-week trial copy is available on the Connect site.

- One **TalkAbroad** session per unit. Sessions can be purchased on [www.talkabroad.com](http://www.talkabroad.com). See the Appendix for additional information on purchasing these sessions.

### Course technology

For help with your password, university e-mail, Carmen, or any other technology issues, questions, or requests, contact the OSU IT Service Desk. Standard support hours are available at <https://ocio.osu.edu/help/hours>, and support for urgent issues is available 24x7.



- **Self-Service and Chat support:** <http://ocio.osu.edu/selfservice>
- **Phone:** 614-688-HELP (4357)
- **Email:** 8help@osu.edu
- **TDD:** 614-688-8743

### Technical skills and equipment necessary for online courses

- Basic computer, web-browsing and chatting skills
- Navigating Carmen (Ohio State learning management system), using Connect (McGraw-Hill online platform) to complete homework, using Skype and Carmen Connect to meet online with your instructor, using Acuity to set online appointments, using Tegrity to video-record exams
- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection, microphone, webcam, headphones
- If you need additional services to use communication and multimedia technologies, please request accommodations with your instructor.

### Grading and Normal Progress

#### Course evaluation:

<b>Online meetings</b>	15%
<b>Quiz</b>	30%
<b>Homework: Connect, TalkAbroad</b>	45%
<b>Oral exam</b>	10%

#### Grading scale:

<b>93–100: A</b>	<b>87–89.9: B+</b>	<b>80–82.9: B-</b>
<b>90–92.9: A-</b>	<b>83–86.9: B</b>	<b>79.9 or below: E</b>

**ONLINE MEETINGS:** Online appointments with your instructor are mandatory and must be scheduled on Acuity at <https://iilc.as.me/>. Click on Italian to schedule a meeting with your instructor. Appointments will be conducted in Italian; English is allowed only during the last 5 minutes of each meeting and at the initial orientation meeting.

Meetings will take place on Carmen Connect or Skype and the duration of each meeting is shown on the weekly syllabus. At each meeting there will be a discussion of grammar and vocabulary, conversation practice, development of cultural competency and discussion of the next meeting time. These meetings are the equivalent of a class, so do not miss any meetings. However, unlike the classroom course, you can reschedule a meeting once due to illness or other serious conflict for which you have documentation. Please notify instructor of any

changes to the schedule by email. You will receive a zero if you miss a meeting after rescheduling it once.

**ONLINE QUIZZES:** You will take quizzes online on Connect (connect.mheducation.com.) During the entire quiz you and your surroundings will be **video-recorded via webcam and a screenshot of your computer screen will be captured by the Tegrity proctoring system.** Your instructor will be able to review all recordings afterwards. See the Appendix for details.

You can take the quiz after you completed the assigned homework, TalkAbroad session, self-test and mandatory meetings. All work must be completed at the 80% or above level, and you have three chances to score 80% or above on a quiz. If you do not achieve at least 80% by the third attempt, we will ask you to drop the course to avoid receiving an E. Attempts must be taken with at least one day in-between attempts.

If you score 80% and you want to improve your score, you may take the second and third quizzes, with at least one day in-between attempts, and receive the highest score.

**HOMEWORK:** You must complete all the assigned online homework indicated on the weekly syllabus with a score of 80% or above before meeting with your instructor. Translators are strictly forbidden. You may only use an online dictionary such as wordreference.com to query one word at a time but not phrases, sentences or paragraphs. No proof-reading by native speakers, friends or tutors is allowed. Be aware that your instructor has extensive teaching experience and can tell immediately if a student is cheating by using these means of support. In this case your instructor will have you redo the assignment while being proctored. If it happens again, you will be reported to COAM.

If you are suspected of using a translator or outside sources of assistance during an exam, you will be reported to COAM.

- **Connect** assignments are on **connect.mheducation.com**. The Section Web Address needed to register for your specific section will be posted on Carmen. See the Appendix for details. A **Self-test** will be part of homework and it will let you test your knowledge before taking the quiz, as well as practice using the Tegrity video-proctoring system.

- One **TalkAbroad** session per unit is required. The conversation with a native speaker will be 10 minutes in duration and take place through **www.talkabroad.com** at the cost of \$7.50 per conversation. Sessions are intended as preparation for the oral exam, the topics for the conversation will be specified by your instructor on the TalkAbroad site and must be completed before taking the quiz. See Appendix for details.

**ORAL EXAM:** Each oral exam will be 5-8 minutes long. Instructions for each exam will be posted on Carmen.

### **Adding/dropping credits**

The number of credits you are registered for can be increased or reduced only with the instructor's permission or your advisor's approval. During Contract week (week 10) you can make changes to the number of credits you are enrolled for. You can find the adjustment form

at [https://cllc.osu.edu/sites/cllc.osu.edu/files/ii\\_adjustto2022\\_4.pdf](https://cllc.osu.edu/sites/cllc.osu.edu/files/ii_adjustto2022_4.pdf). The form must be signed and scanned to your instructor's email. After your instructor signs it, you must take it to your College's office for processing.

### **Deadlines and registration**

- Buy your textbook materials and TalkAbroad sessions immediately
- Completion of orientation module and meeting: by the first Friday of the semester
- Increasing/reducing number of registered credit hours: by Contract week (week ten)
- Last day to drop the course with a W: by Contract week (week ten)
- Last day to complete 1 unit: by the end of week five
- Last day to complete 2 units: by the end of week nine
- Last day to complete 3 or 4 units: by the end of week fifteen

Absolutely no extensions will be granted; Incompletes are only given in rare circumstances, with appropriate documentation and if the situation meets the stipulations of the University "Incomplete" Statement.

### **Faculty feedback and response time**

We will reply to e-mails within **24-48 hours** in most circumstances. During semester breaks (fall break, Thanksgiving break, etc.), we will reply after the break.

### **Academic integrity policy**

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term "academic misconduct" includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc>

**If an instructor suspects that a student has committed academic misconduct in this course, s/he is obligated by University Rules to report suspicions to the Committee on Academic Misconduct.** If COAM determines that you have violated the University's *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact your instructor.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- The Committee on Academic Misconduct web pages (COAM Home)
- *Eight Cardinal Rules of Academic Integrity* ([www.northwestern.edu/uacc/8cards.htm](http://www.northwestern.edu/uacc/8cards.htm))

## Copyright Disclaimer

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

## Statement on Title IX

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at [titleix@osu.edu](mailto:titleix@osu.edu)

## Student Support Services

Ohio State offers a variety of support services to students, including access to academic advising support and answers to a number of questions students may have.

- Arts and Sciences Academic Support Services
- Student Services and Resources

Students with disabilities (including mental health, chronic or temporary medical conditions) that have been certified by the Office of Student Life Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office of Student Life Disability Services is located in 098 Baker Hall, 113 W. 12th Avenue; telephone 614- 292-3307, [slds@osu.edu](mailto:slds@osu.edu); [slds.osu.edu](http://slds.osu.edu).

## Accessibilities of course technologies, privacy policies and other course policies

- Carmen/Canvas accessibility is at <https://community.canvaslms.com/docs/DOC-2061>
- Carmen Connect accessibility is at <http://u.osu.edu/distanceeducation/accessibility/>
- McGraw-Hill Connect technical help can be found at [www.mhhe.com/support](http://www.mhhe.com/support) or call (800) 331-5094; accessibility can be found at <https://www.mheducation.com/about/accessibility.html>; privacy policy is at <https://www.mheducation.com/privacy.html>
- Tegrity privacy policy is at <http://www.mhhe.com/tegrity/privacy.html>; technical help and accessibility can be found [www.mhhe.com/support](http://www.mhhe.com/support) or call (800) 331-5094

- Acuity privacy policy is at <https://acuityscheduling.com/privacy.php>; accessibility, technical help and terms can be found at [www.acuityscheduling.com](http://www.acuityscheduling.com)
- Skype accessibility can be found at <http://www.microsoft.com/en-us/accessibility>; privacy policy is at <https://privacy.microsoft.com/en-us>; technical help is available at <https://support.microsoft.com/en-us>
- TalkAbroad accessibility and privacy policy are at <https://talkabroad.com/terms>; technical help is available at <https://talkabroad.com/>
- An overview and contact information for student services offered on the OSU main campus can be found at <http://ssc.osu.edu>
- Student academic services on the OSU main campus are at <http://advising.osu.edu/welcome.shtml>

<b>WEEKLY SYLLABUS</b>	
<b>UNIT 1</b>	
<b>30-minute online orientation meeting:</b> course guidelines, discussion of websites and use of translators, pronunciation practice	
<b>Avanti! Chapter 1</b>	
Study Strategie p. 2-6	Connect: Strategie, Pronuncia
Study Lessico p. 7-12	Connect: Lessico
Study Strutture 1.1 p. 13	Connect: Strutture 1.1
Study Strutture 1.2 p. 14-15	Connect: Strutture 1.2
<b>15-minute online meeting</b>	
Study Strutture 1.3 p. 16-17	Connect: Strutture 1.3
Study Strutture 1.4 p. 18	Connect: Strutture 1.4
Study Strutture 1.5 p. 19-21	Connect: Strutture 1.5
Study Cultura p. 22-26	Connect: Cultura, LearnSmart, Scriviamo
<b>30-minute online meeting</b>	
<b>Avanti! Chapter 2</b>	
Study Strategie p. 30-34	Connect: Strategie, Pronuncia
Study Lessico p. 35-38	Connect: Lessico

Study Strutture 2.1 p. 39-43	Connect: Strutture 2.1
Study Strutture 2.2 p. 44-47	Connect: Strutture 2.2
<b>15-minute online meeting</b>	
Study Strutture 2.3 p. 48	Connect: Strutture 2.3
Study Strutture 2.4 p. 49-51	Connect: Strutture 2.4
Study Cultura p. 52-58	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>30-minute online meeting</b>	
<b>TalkAbroad session and all Connect homework are <u>due before the quiz</u></b>	
<b>ONLINE QUIZ chapters 1, 2</b>	
<b>15-minute online meeting: ORAL EXAM and quiz discussion</b>	
<b>UNIT 2</b>	
<b><i>Avanti!</i> Chapter 3</b>	
Study Strategie p. 62-67	Connect: Strategie, Pronuncia
Study Lessico p. 68-71	Connect: Lessico
Study Strutture 3.1 p. 72-75	Connect: Strutture 3.1
Study Strutture 3.2 p. 76-79	Connect: Strutture 3.2
<b>30-minute online meeting</b>	
Study Strutture 3.3 p. 80-82	Connect: Strutture 3.3
Study Strutture 3.4 p. 83-86	Connect: Strutture 3.4
Study Cultura p. 87-92	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>30-minute online meeting</b>	
<b>TalkAbroad session and all Connect homework are <u>due before the quiz</u></b>	
<b>ONLINE QUIZ chapter 3</b>	
<b>15-minute online meeting: ORAL EXAM and quiz discussion</b>	
<b>UNIT 3</b>	
<b><i>Avanti!</i> Chapter 4</b>	

Study Strategie p. 95-96	Connect: Strategie, Pronuncia
Study Lessico p. 97-99	Connect: Lessico
Study Strutture 4.1 p. 100-102	Connect: Strutture 4.1
Study Strutture 4.2 p. 103-106	Connect: Strutture 4.2
<b>30-minute online meeting</b>	
Study Strutture 4.3 p. 107-111	Connect: Strutture 4.3
Study Strutture 4.4 p. 112-113	Connect: Strutture 4.4
Study Cultura p. 114-120	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>30-minute online meeting</b>	
<b>TalkAbroad session and all Connect homework are <u>due before the quiz</u></b>	
<b>ONLINE QUIZ chapter 4</b>	
<b>15-minute online meeting: ORAL EXAM</b> and quiz discussion	
<b>UNIT 4</b>	
<b><i>Avanti!</i> Chapter 5</b>	
Study Strategie p. 123-127	Connect: Strategie, Pronuncia
Study Lessico p. 128-133	Connect: Lessico
Study Strutture 5.1 p. 134-137	Connect: Strutture 5.1
Study Strutture 5.2 p. 138-141	Connect: Strutture 5.2
<b>30-minute online meeting</b>	
Study Strutture 5.3 p. 142-145	Connect: Strutture 5.3
Study Strutture 5.4 p. 146-148	Connect: Strutture 5.4
Study Cultura p. 149-154	Connect: Cultura, LearnSmart, Scriviamo, Self-test
<b>30-minute online meeting</b>	
<b>TalkAbroad session and all Connect homework are <u>due before the quiz</u></b>	
<b>ONLINE QUIZ chapter 5</b>	
<b>15-minute online meeting: ORAL EXAM</b> and quiz discussion	

## APPENDIX

### Connect homework

All videos and the online workbook are on [connect.mheducation.com](http://connect.mheducation.com). You need the Connect Access Code (purchased with your Avanti book or online) and the Section Web Address (provided on Carmen) in order to sign up to your section. You need a microphone and a webcam to complete activities in Connect, if your computer does not come with them.

Technical problems: After using different browsers or computers, updating Java, allowing pop-ups and consulting the troubleshooting handout on Carmen, if you are having technical problems related to your account, recording or computer issues, call (800) 331-5094, use the live chat line or visit [www.mhhe.com/support](http://www.mhhe.com/support)

Be sure to complete ALL items in ALL the Connect activities before you take your quiz. If there are any unanswered items, any activities that are completely blank, or if incomprehensible responses are given for open-ended questions, points will be deducted accordingly. You will have three attempts to complete each assignment. After you have finished and submitted your first and second attempt, your score and any errors will be indicated. After your last attempt, the correct answers are displayed for all items. We strongly recommend that you go over the correct answers. Remember: practice makes perfect! especially when learning a foreign language.

### TalkAbroad sessions

A TalkAbroad **section code** for your specific session will be posted on Carmen. Your instructor will provide the prompts for your conversation with a native speaker. You first will need to create a free TalkAbroad account, join the specific class section shown on Carmen, and purchase a conversation. Then you will choose a TalkAbroad conversation partner and select a date and time from his/her online schedule. [Note: In order to ensure a full 10 minutes to complete your conversation, it is critical that you are set up and ready to begin your scheduled appointment *on time*. Partners have appointments every 10 minutes and need to begin and end conversations on time, even if a student arrives late.] Your conversation will be recorded and photographed automatically, and the audio file will be available to you for review in your TalkAbroad account. Your instructor will access your recording, photograph, and time log through TalkAbroad.

Creating an account: To create an account you need to access the TalkAbroad website located at [www.talkabroad.com](http://www.talkabroad.com). Find the link labeled "Get Started Now" or "Register Now". You may also access the registration page by clicking "login" and "Create new student account". It is important that you pay close attention when you register. An error will cause problems when connecting with a conversation partner in the future.

Common registration errors: Please be sure to double check your registration form before continuing. You can always make changes to your information by going to Manage Account on your homepage.



Email address: All confirmation emails will be sent here.

Time zone: Your conversation partner will likely be in a different time zone than you. This is used to calculate the correct time for your partner to call you.

If any of this data is incorrect you will likely experience problems when completing your assignments.

Joining your class section: Upon registering you will be prompted to enter your **section code** (see Carmen) and register for the correct class. It is important that you register for your section rather than click the link "I am studying outside of a formal class." If you are not registered for the correct section your professor will be unable to view or grade your completed conversations.

Click "Purchase Credits" and enter your credit card details. Select the language and the number of credits you desire to purchase. In this class you will purchase 2. Click "Select." After viewing the total payment click "Confirm Payment." Your credit card will be charged and your account credited.

From your homepage, click "Make Reservation." Take time to look at the conversation partners' profiles that include information such as their favorite movies and interests. Once you have selected a partner, take a look at his or her calendar. All times will be displayed in the time zone you selected when registering. Choose a time and confirm on the following page. Input your cell phone number if you would like to receive a text message reminder. Conversations may be canceled up to 12 hours prior to the scheduled time.

#### **Setting up Tegrity to record online quizzes:**

1. Click on 'Go to Lectures' from the Tegrity widget for their Connect section
2. Click on Course Tasks (left side).
3. Select Start a Test
4. You will receive a popup if the instructor has enabled the 'Show course testing policy when students start tests' option
5. If this is the first time you are using this feature, you will need to accept and run the **TegRunner.exe install file**
6. After the installation is complete you will see the Tegrity Recorder panel; use the tests in this panel to ensure hardware is functioning correctly
7. For your image, you should then display **identification to the webcam** to prove identity
8. Click Record
9. You will then access the exam through Connect, with the recording working in the background while they answer their questions

Once the exam is complete, you will need to click the **Stop** button in the Tegrity Recorder and choose to **Upload the video** in the background

**Setting up Tegrity for Mac users:**

Compliance Report: <http://help.tegrity.com/kb/tegrity-section-508-compliance-report>

Install Mac Recorder: <http://help.tegrity.com/kb/how-to-install-mac-recorder-2>

Record lecture on Mac: <http://help.tegrity.com/kb/how-to-record-a-lecture-on-a-mac>

Getting Started: <http://help.tegrity.com/kb/instructors-getting-started>