Intermediate Czech II
C202/C504
(Combined on Oncourse: C202 C61237)

Instructor: Craig Cravens
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Office: BH 512
Telephone: (812) 855-9906

Meeting Time: MW 11:15–12:20
Meeting Place: BH 344
Office Hours: TBA

Course Description
Welcome back to the weird and wonderful world of Czech. C202 is the fourth course in a
course-part sequence (C101, C102, C201, C202) that fulfills the foreign language requirement
in the general education curriculum. These courses teach the four basic language skills in
Czech: speaking, listening, reading, and writing. Major cultural aspects of the Czech
Republic are also incorporated throughout the course.

Textbook (which you already have)
- Susan Kresin, Czech for Fun and Czech for Fun Workbook
- 3-ring binder for handouts

DVD
- Divided We Fall (Musíme se pomáhat), available from your online retailer

Course Packet
- Oncourse

Grading
Short tests: 45%, final exam: 20%, homework: 15%¹, quizzes: 15%, attendance: 5%

**Absence policy** -- If you must miss class due to an excused absence (family emergency,
ilness, religious holiday or participation in an approved academic or athletic event), please
let me know (in advance whenever possible) and be prepared to provide follow-up
documentation. Note that it is always your responsibility to find out what you missed while
absent and make up any missed work. Repeated unexcused absences will be reflected in
course grade as below:

1-5 absences – proportionate % subtracted from Attendance Grade
6-14 absences – ½ letter subtracted from overall course grade (i.e., A- > B+)
15 absences – failing grade in course overall
Arriving 15 min. late 4 times = 1 absence.

¹ Completed homework turned in on time receives an automatic A (95%) with a half-grade deduction for
each day it is late.
**Quizzes & Exams**
There will be several scheduled quizzes and unit exams during the semester. If you know you will be late or absent on the day of a scheduled test or quiz, you must tell me in advance or you will not be allowed to make it up. In the event of documented illness, students may either take a make-up quiz or choose to have the missing grade omitted from final grade tally.) I will drop your lowest quiz grade at the end of the semester.

**Final Exam**
The final exam in this course is cumulative, incorporating thematic topics and grammar points from the entire semester.

**Not required, but highly recommended**
Please don’t forget to take advantage of office hours. It’s an excellent way to sharpen your conversational skills, and I always enjoy hearing more about why you’re studying Czech. If there’s a Czech topic that interests you, let me know, and I’ll try to work it into class.

**E-mail as Official Means of Class and University Communication**
E-mail will be the official means of communication for the class. This is in accordance with the University’s official policy:

> "Official Indiana University e-mail accounts are available for all registered students. The University reserves the right to send official communications to you by e-mail with the full expectation that you will receive and read these e-mails in a timely fashion. As a student, you are expected to check your e-mail on a frequent and consistent basis in order to stay current with university-related communications. You should also avoid going over quota and missing important messages. NOTE: If you choose to have your e-mail forwarded from your official University e-mail address to another address, you do so at your own risk. The University is not responsible for any difficulties that may occur in the proper or timely transmission or access to e-mail forwarded to any other address, and any such problems will not absolve students of their responsibility to know and comply with the content of official communications sent to their official IU e-mail addresses."

You will be responsible for checking your e-mail on a very regular (preferably daily) basis in order to receive any updates about the class, assignments, and student-instructor meetings.

**Grading Scale**

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<th>97-100</th>
<th>93-96</th>
<th>90-92</th>
<th>88-89</th>
<th>83-87</th>
<th>80-82</th>
<th>78-79</th>
<th>73-77</th>
<th>70-72</th>
<th>68-69</th>
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<th>0-64</th>
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**Disability Statement**
Any student who feels he/she may need an accommodation based on the impact of a disability must register with Disability Services for Students first. According to DSS
guidelines, only students who have registered their disabilities with DSS are officially eligible for accommodations. When the disability has been registered, the student will receive a letter describing any accommodations necessary which must be presented to the instructor in the first week of classes. Please contact Disability Services for Students at 812-855-7578 in Franklin Hall 096 to coordinate reasonable accommodations for students with documented disabilities. More information is available on the DSS web site [http://dsa.indiana.edu/dss.html](http://dsa.indiana.edu/dss.html).

**Disclaimer**
All information in this syllabus, including course requirements and daily lesson plans, will change and should not be considered a substitute for attending class or for any information that is provided to you by your instructor.