Welcome to third-year Bosnian/Croatian/Serbian (further on BCS)! These courses teach the four basic language skills in BCS: speaking, listening, reading, and writing. Major cultural aspects of Croatia, Serbia and Bosnia and Herzegovina are also incorporated throughout the instructional materials.

Course Outcomes

After successfully completing this course students will be able to read, write, speak, and comprehend BCS at elementary level. This will include talking about themselves and about their families, describing people and places, talking about different jobs, about the weather, free time, about everyday life using present tense and expressing one’s opinion. In order to achieve this, students will have to become acquainted with grammatical concepts such as: cases of nouns, adjectives and personal pronouns; numbers and ordinal numerals; present tense.

Texts and Materials
Required:


Not required but useful books:


Celia Hawkesworth: Colloquial Croatian: Routledge; (February 2, 2006)

   Colloquial Serbian: Routledge; (December 27, 2005)

   Colloquial Croatian and Serbian: Routledge; (May 29, 1998)

David Norris, Vladislava Ribnikar: Teach Yourself Croatian

   Teach Yourself Serbian

English-Croatian/Serbian and Croatian/Serbian-English dictionary

Course handouts:

You will receive handouts in this course. The handouts will also be available through Oncourse. It is your responsibility to keep the course handouts in an organized fashion. Course handouts will be a good source of information, not only for this particular course but also for future references.

Oncourse

Please check Oncourse materials: you will find updated schedules, reminders about homework assignments and tests/exams, handouts to download, and other helpful information. I strongly recommend that you check Oncourse regularly, especially if you missed a class. However, the material you will find on Oncourse cannot and will not be a substitute for attending class.
Tests and Grading

Grading scale

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>97-100</td>
<td>A+</td>
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<tr>
<td>93-96</td>
<td>A</td>
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<tr>
<td>90-92</td>
<td>A-</td>
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<td>87-89</td>
<td>B+</td>
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<td>83-86</td>
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<td>73-76</td>
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<td>70-72</td>
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<td>63-66</td>
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<td>60-62</td>
<td>D-</td>
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<td>0-59</td>
<td>F</td>
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</tbody>
</table>

There will be weekly/biweekly quizzes (not necessarily announced in advance, but always based on the previous two lessons’ material), 3 tests (roughly every month), a final exam and a final interview. Class participation, attendance, and written homework also figure into your grade. Final grades are calculated this way:

- Course attendance & participation: 20%
- Homework assignments: 20%
- Quizzes and dictations: 20%
- Monthly tests: 20%
- Final exam: 20%

**Monthly tests:**

- Test 1: March 13th 2014
- Test 2: April 17th 2014

**Final exam:**

The written part: MAY 5TH, 10.15-12.15, MONDAY
80% Rule

Language study is cumulative. If you don’t know what is in Lesson 1, practically speaking you cannot go on to Lesson 2 missing this foundation. Thus, we consider 80% to be the minimum mastery level you should achieve to enable you to continue. Less than that puts you in the “C” range or below; while passing, it is not a very solid foundation to build on. So, if you achieve less than 80% on a test, you must see your teacher at least once, privately during office hours, to go over the mistakes you made on your test; this should be done prior to your taking the next test, preferably within a week of the test. It is your responsibility to initiate and schedule this appointment.

There will be no test make-ups, except in the case of death in the family, military orders, religious holidays or an excuse from your doctor stating that you are physically incapable of taking the exam. Observance of religious holidays is considered an excused absence, but notification should be made to the instructor as soon as possible in the semester.

Extra credit

During the semester, you will have a few opportunities to get extra credit and therefore change your final grade. Details: TBA.

Course Policies

Attendance

Successful language learning is a cumulative process which requires diligent preparation and active participation. For this reason, it is imperative that you attend class faithfully. You may have ONE unexcused absence. Further unexcused absences will result in an appropriate reduction in your final grade. Excused absences include death in the family, military orders, religious holidays, or an excuse from your doctor. You should provide your instructor with a photocopy of any excuse for his/her records, you and should show the original to your instructor. A list of religious holidays recognized by the university is available on the IU website (http://www.indiana.edu/~deanfac/holidays.html). Notification of an absence should be made to the instructor as soon as possible.

Participation

Students will receive a participation grade for each class, based on a 0–4 scale:

0 = Did not attend class.

1 = Not prepared for class, does not participate, does not answer when called on.

2 = Rarely able to answer when called on, rarely volunteers.
3 = Preparation inconsistent; answers when called on; uses BCS when required; willingly participated in class activities; stays on task during partner/group work.

4 = Prepared; answers when called on; willingly participates in class activities; stays on task during partner/group work; makes a conscious effort to use as much BCS as possible; volunteers answers to open questions (not directed at anyone), asks questions or volunteers information that is relevant to the class.

**Punctuality**

It is vital that each and every student comes to class on time. Latecomers lose the chance to learn a given day’s material in its entirety. In addition to this personal disadvantage, late arrivals also distract the class and disrupt the process of learning. Tardiness will result in a reduction in the day’s participation grade by 1.

**Homework**

Homework (written and/or oral) will be assigned for every class meeting. Homework is meant to help you revise what was done during a lesson and also to give you the opportunity to practice what you have just learned. Do your homework each day and be prepared to share it in class. Make every effort to keep up – it is much easier than trying to catch up! Sometimes you will be given oral or written homework that will be graded. Try not to be late with your homework! The grade will be lowered by 1 (e.g. from A+ to B+) for each day (including weekends) you are late. If the homework is not graded – not having it will result in reduction of the day’s participation grade by 1.

**E-mail as official means of class 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 daily basis in order to receive any updates about the class, assignments, and student-instructor meetings.

**Personal Conduct**

Plagiarism (representing the work of others as your own) will not be tolerated. While students are encouraged to form study partnerships, each individual student is responsible for his/her own work. Please see the section of this page concerning academic misconduct.

In order to promote BCS language learning, it is necessary to maximize your opportunities to speak and hear BCS. In the classroom, you are therefore expected to use (or attempt to use) BCS at all times.

In our courses, you will be asked to express personal opinions and to talk and write about yourself, your family, and friends. If you prefer, you do not need to discuss or reveal any personal information; instead you may provide fictitious information. When you are being creative, you are expected to keep in mind the general purpose of the activity by using relevant vocabulary and expressions.

Discussion of sensitive topics often leads to conflicts of views. It would be difficult to avoid all disagreement on topics about which individuals have strong opinions. As a class, we should come to an agreement about the limits for acceptable behavior. Here are a few ideas to get us started. In this class:

1. Everyone has a right to be addressed in a respectful manner.
2. Everyone has a right to be listened to without interruption.
3. Everyone has a right to feel safe.
4. No one has a right to threaten, harass, or demean others in the class.

Chewing gum or eating is not acceptable in the language classroom. Soft drinks are allowed, as long as they do not interfere with your ability to speak BCS.

Please turn off all cell phones during class. If you must have it on for an emergency (e.g. sick family
member), please tell your instructor before class and arrange to sit by the door that day.

Using laptops is not allowed in the language classroom.

From time to time, matters may come up that will require you to stop by your instructor’s office. Every attempt will be made to find a mutually convenient time, but the responsibility is ultimately yours. You should be prepared to find some time to meet with your instructor during normal business hours.

Good Study Hints

To learn a language well, daily study and practice are needed. Language learning is a combination of both intellectual and skill (habit) learning. Just as a basketball player, a violin student, or a serious runner must practice daily in order to excel, so must you in learning a language.

How to Study (by Jeff Holdeman)

Try this for starters: Set aside (actually block out on your daily schedule) ONE hour per day, 5 days per week, when you will study BCS. During this time, work this way: 1) Think through the day’s class period and what was covered. 2) Review the notes you took in class. 3) Read the material as it is covered in the textbook. 4) Listen to any related audio material. 5) Review and memorize any new vocabulary, grammar, and cultural information. 6) Take a 10-minute break (no more!); stand up and walk around. 7) Close your textbook and put away any notes and do your next day’s written and reading assignments. 8) If you find that you cannot complete more than 85% of the assignment without your book and notes, it means that you didn’t do Steps 1–5 thoroughly enough. If you are having problems with these steps, see your instructor for suggestions. If doing your homework takes you less than an hour and a half, fill the rest of the time by reviewing this and previous chapters’ vocabulary words (make yourself a vocabulary list or some flash cards), verb conjugations, noun/adjective/pronoun declensions.

Each person learns languages in a different way. Some learners memorize grammar tables well, others learn best by speaking. Some people are auditory learners, others are visual or tactile or kinesthetic. We will use a variety of activities to meet different peoples' needs and to stimulate the non-dominant styles. Explore what kind of learner you are with your instructor.

Feedback

If there are any problems or worries while studying BCS, please feel free to contact the instructor by e-mail or in person during her office hours. Do not wait until the end of the semester; then it will be too late. The students will also be given informal feedback on a regular basis. These comments will
not affect your grade; they are only intended to help you learn better.

**Beyond the Classroom**

THE BCS LANGUAGE, LITERATURE, AND CULTURE PROGRAM at the Department of Slavic Languages and Literatures at IUB offers and coordinates BCS language, literature, culture, and film at both undergraduate and graduate levels.

BCS LANGUAGE TABLE: every Friday 5-8pm at Pour House. Additional info from the instructor. (starting January 17th)

MOVIE NIGHTS and multimedia: different kinds of multimedia presentations will be used in class to students to Croatian/Serbian/Bosnian cultures as well as to address the specific interests of the stu fe few feature films will be shown to the students during the semester. The localities in which movi made or which their action takes place help students get acquainted with and better underst immense cultural and political complexity of the region. The movies also enhance the students profic listening comprehension and stimulate conversation in class.

**Resources**

- Website of the Center for Language Technology and Instructional Enrichment (CeLTIE): http://www.indiana.edu/~celtie/

- Ballantine Hall 120: CeLTIE main office (Monday-Friday, 8 am-5 pm)

- Ballantine Hall 106: language table and interntaional TV room

- Ballantine Hall 115: analog language lab with 12 Mac and 30 Windows computers; Laserjet printer

- Ballantine Hall 117: audio language lab with digital multimedia systems and 27 Windows computers

- Ballantine Hall 121: audio recording reserve, tapes TV broadcasts, cassette copier

- Your dorm TV or Ballantine Hall 106: IU subscribes to international television broadcasts. International television news programs are available on Channel 29 (SCOLA). The language lab and REEI have programming schedules for these. Check out the SCOLA site (http://www.scola.org) for broadcasting schedules.

- Russian and East European Institute (REEI): Ballantine Hall 565. REEI has a large
collection of documentaries, movies, newspapers, and books from and about Russia, the Former Soviet Union, and Eastern Europe that can be checked out for free. See the REEI website for a list of movies and their lending policy.

- REEI website: http://www.indiana.edu/~reeiweb
- REEI Job Postings: REEI advisor Emily Liverman sifts through hundreds of job announcements a week, and then sends along the most relevant Russian and East European-related jobs a few times a week: ask to be subscribed at (eliverma@indiana.edu)
- Main Library provides a wide selection of Serbo-Croatian literature and textbooks.
- IU Slavic Department: Ballantine Hall 502 (http://www.indiana.edu/~iuslavic). The Armstrong Library has a lot of dictionaries and a good selection of Serbo-Croatian literature.
- On-line dictionaries include www.eudict.com

Study in Croatia or Serbia

It's not too early for you to start thinking about this. No matter what your major is, this can be an irreplaceable educational experience for you. Many of our students have successfully studied abroad in Croatia/Serbia in several different cities and had their credits count at IU toward their major or minor and graduation. The Office of Overseas Study has an advisor who works solely on non-IU programs, Casey Vargo (clvargo@indiana.edu). You can begin exploring your options by talking to your instructor and by doing a program search at IIEPassport (iiepassport.org). Scholarships are available for most students. General information meetings (nicknamed "Study Abroad 101") are held every Wednesday in FH303 at 4 pm. They last an hour, are free, require no registration, and will answer your questions about the process of finding a program and when campus deadlines occur, as well as how to finance your studies. For information on these and other overseas study opportunities in Russia and Eastern Europe, contact the Office of Overseas Study (http://www.indiana.edu/~overseas), Franklin Hall 303, (812) 855-9304, or contact Steve Rose (rosestm@indiana.edu), the Overseas Study advisor for Russia, Eastern Europe, and Central Europe.

Academic Misconduct

As a student at IU, you are expected to adhere to all the standards and policies of the code of academic conduct. Any suspected infractions of this Code will be handled by official rules and policies of the University. Penalties for infractions may result in a failing grade in the course or expulsion from the University. The instructor will inform the Slavic Language Coordinator of any suspected violations of academic conduct and appropriate actions will be taken according to University guidelines. If it cannot be resolved, the matter will be taken to the Dean of Students and
the Department will abide by the decisions reached. See the Code of Student Rights, Responsibilities, and Conduct (http://dsa.indiana.edu/Code) for full information.

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. More information is available from Disability Services for Students at 812-855-7578 in Franklin Hall 096 and on the DSS web site (http://dsa.indiana.edu/dss.html).

Disclaimer

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