

CZE1130: Introduction to Czech Language & Culture 1

Fall 2024, 5 credits

Course no. 30159

Hybrid format: Mon. & Wed. 10:40-11:30 in Ustler 105 + remaining work online

Instructor: Holly Raynard, hraynard@ufl.edu, (352) 294-7150

Tentative office hours from Aug. 22-Dec. 4 (to be confirmed by the end of Drop/Add week): Mon. 12:00-1:00 pm; Tues. 10:45-11:45 am; Fri. 3:00-4:00 pm & by appointment.

- I limit all students to an initial 15 minutes if other students are waiting (but you're welcome to return).
- Feel free to stop by even if you don't have questions; we can go over homework or just chat in Czech. It's an excellent way to get extra practice.

Course website: elearning.ufl.edu/ (then use Gatorlink ID & password to log in to Canvas)



Course description: *Vítám vás na kurzu češtiny!* Welcome to Czech class! Whether your interest in Czech is social, academic or professional, knowledge of the Czech language will enrich your interaction with Czechs and Czech culture. This course aims to develop your communicative abilities in Czech—reading, writing, listening and speaking—while acquainting you with various aspects of Czech culture. After the first-year sequence, you'll be able to communicate on an elementary level about yourself; your family; college life; daily activities; and your interests, plans, and preferences. You will also be able handle basic social transactions related to food, shopping, health, school, travel & more.

Prerequisites: **None.** This class is intended for **beginners**. If you've had previous exposure to the language (e.g. significant time abroad, interaction with Czech-speaking family, etc.) please contact the instructor ASAP for placement.

Required texts & materials: Since our textbook, *Reality Czech*, is a web-based, open educational resource, there are no books to buy! © Check the Unit Overview pages on Canvas if you'd like to print out a hard copy of any grammar explanations or vocabulary lists. I recommend you buy a binder for the many handouts you'll receive in class. You will also need a reliable computer & internet connection, a microphone, headphones or earbuds, and a computer camera.

Course fee: N/A

Course requirements¹ (explained in detail further below)

- Class Participation – 12%
- Homework – 24%
- Quizzes and Tests – 60%
- Oral Final – 4%

¹ **This syllabus is tentative.** While I don't anticipate any major changes, I reserve the right to make adjustments as needed to ensure quality of instruction or to comply with (evolving) UF policies. Any changes—whether due to extreme weather, pandemic, or other reasons--will be announced on Canvas.

Active Class Participation (Aktivní účast na hodině) – 12%



What do team sports, music ensembles and speaking a language all have in common?

They require your brain, your body and other people! And the more you practice, the better you perform. While you can practice some elements at home alone, to “play” well, you also need to practice together. Accordingly, daily participation in this class is vital and required!

👍 To encourage daily practice & good habits, I will award participation points for:

- Attentiveness during class and overall engagement in course materials;
- Being a responsive partner during pair/group work;
- Preparation for class as demonstrated by readiness for class activities (Did you read about and practice new concepts in HW prior to class? Can you produce topical vocab without much delay?)
- **Consistent use of Czech in class.**

👎 I deduct participation points for the opposite behaviors:

- Inattentiveness, lack of engagement: texting, Facebooking, doing work for other classes, etc.
- Being disruptive: late & loud entrances, loud wrappers, cell phones not on silent, etc.
- Being an unresponsive partner in pair/group work, failure to engage in assigned pair/group task.
- Being unprepared for class activities.
- **Defaulting to English**; unwillingness or inability to communicate in Czech.

*Don't be afraid of making mistakes!
The goal is to exchange ideas. Perfection is not required!*

****Absence policy**:** If you don't attend, you can't participate so I expect you to arrive prepared and on time every Monday & Wednesday! If you *must* miss class due to an excused absence (family emergency, illness, religious holiday or participation in an approved academic / athletic event), please let me know (in advance when possible) and be prepared to provide follow-up documentation. Note that it is *your* responsibility to find out what you missed while absent and to make up any missed work.

Unexcused absences will be reflected in course grade as explained below:

1-3 absences – proportionate % subtracted from <i>Class Participation grade</i>
4+ absences -- 4% subtracted from <u>overall</u> course grade per absence
Arriving 10 minutes late on 4 occasions = 1 absence.

I don't subtract points for excused absences, but they will still affect your performance so please contact me if you are gravely ill or expect to miss multiple classes so that I can try to help you catch up!

Homework (Domácí úkoly) –24%

All homework assignments are contained in our Canvas lesson modules. You can access all Lesson modules from our Canvas Home page. I highly recommend you visit the “**Start here/Welcome Module**” which will walk you through these lesson modules and you navigate our website. Homework assignments vary in type and will be weighted differently as described further below.

3 Přehled lekce 3.5

Chtěla bych čaj s citronem. Moje kamarádka si dá kávu s mlékem. Ordering food & drinks.

In this lesson you will learn to order foods in a restaurant, using phrases like *Dám si ...* 'I'll have ...' and *Chtěla bych ...* 'I would like ...' and the accusative case--which you will have more opportunities to practice. You will also learn the preposition 'with' and recognize the instrumental forms that follow it.

Instructions: How to Proceed?

You should proceed through the table below, working left to right and then top to bottom. Concepts or vocabulary are introduced in the left-hand columns below; they are reinforced with practice activities to their right. After completing the topics in the table, there will be a final assignment that integrates all these components.

This lesson will probably take you about 2 hours to complete.

Concepts or Vocabulary to Learn	Now Practice & Apply
Read: ☞ Coffee with milk, tea with lemon - Instrumental Forms after 'with' ↓	Review food vocabulary with Quizlet flashcards practice Instrumental Singular - 'with' . Read these phrases (s + foods) aloud as you study them!
Read: ☞ Ordering food and drinks ↓	Quizlet Flashcards: Dám si ... Read words aloud as you study them! Cvičení - Dám si and 2nd position Cvičení - Ordering types of drinks
Read: ☞ Chtěla bych ... ↓	Cvičení - Chtěla bych ... I would like ... Practice conditional form of <i>chtít</i> along with accusative and instrumental forms of food and drink words.
Listening: Reality Czech - Pijete kávu nebo čaj? ↗	Reality Czech - Pijete kávu nebo čaj?
Listening: Reality Czech - Radši pijete víno nebo vínó? ↗	Reality Czech - Radši pijete víno nebo vínó?

Integrated Assignments

These assignments apply multiple components from above:

- [Dialog: V restauraci](#). (You will record yourself in Part 3.)
- [Domácí úkol 3.5](#)

1. Left-hand column: Here you'll find short Readings or Videos. They introduce new vocabulary and grammar concepts.

2. Right-hand column: These are the Discrete drill-type exercises. You usually get two attempts. Reread items in Step 1 above if you have many errors.

^ Steps 1 & 2 should be done **before class**. They'll help you prepare for interaction.

3. Bottom of the page: Integrated assignments combine skills from the top of the page. Feel free to leave questions/comments for me here!

On the days we meet F2F:

Homework Steps 1 & 2 should be done **before** class; Step 3 should be done **afterward**. (The video in the Welcome Module should make this clearer.)

1. Readings or Videos:

These introduce new or grammar concepts to learn. Start with these. They will prepare you for the graded exercises that follow immediately to the right. (See image above.)

2. Discrete Exercises (largely self-graded; to be done before you attend class)

- These exercises are relatively short and assess how well you understood the concepts laid out in the readings and videos. They typically focus on only 1-2 variables so that if you have any trouble, you can refer back to the corresponding explanation or vocabulary list to troubleshoot.
- You will usually be allowed **two attempts** so that if you don't earn a satisfactory score the first time, you can try again. (But first refer back to the related reading so you understand any errors.)
- Most of these exercises are self-graded by Canvas to give you immediate feedback. I will also review these myself. Please feel free to email me if Canvas made a mistake & I haven't fixed it within 1-2 days!
- To mitigate any Canvas grading glitches, **if you average at least 87%** on these assignments at the semester's end, **I will convert your score to 93%** in the Canvas Gradebook. (This should hopefully relieve some anxiety if you don't understand the nature of an error right away.)
- These exercises are worth less overall (11% of the course grade) since the work is less independent.
- FYI: although these exercises use the Canvas "Quizzes" tool, each exercise is considered "Homework" in terms of your course grade, not an actual course quiz.

3. Integrated Assignments (always evaluated by instructor)

- These assignments are located at the very bottom of each Lesson Module page.
- They integrate a variety of components from the current lesson as well as past topics.
- I grade work with a plus-check-minus mindset: If work is very good (but not perfect), you will still earn 100% or close to it. (If you earn 98-99% rather than 100, that is usually a signal for you to recheck

something.) I will downgrade (80%, 60%, 40%, etc.) if I see excessive or repeated errors, not using the requested vocab or structures, missing work, etc.

- If work is dramatically incomplete, you may be asked to resubmit it and will earn 0% until then.
- This assignment category is worth more overall (14% of the course grade) as it involves more independent work.

When is Homework (HW) due?

- Homework should ideally be done **daily (M-F)**. You can find a suggested completion schedule on the Canvas home page. (Click the unit tabs to reveal the schedule below.)
- Since class meets on Mondays & Wednesdays, it is critical that respective assignments are completed **prior to those meeting days** so that you're prepared for in-class interaction.
- Assignment submitted late will be marked down by half (though three "freebies" will be given – since we all have a bad day once in a while). Assignments submitted more than one week late will receive no credit.

Will I get a notification when each assignment is due?

No! Since each lesson module contains numerous short exercises, **you will not get a Canvas notification for each and every assignment.** Rather, you should just plan on submitting about 1 lesson module per day (M-F).

It's not due yet: why did I get a "zero"? Please don't be alarmed if you earn a zero on an assignment before the due date. Because of how Canvas assigns grades, I give all non-submitted work a "zero" grade the *first* time I pass through—even if it isn't due yet. Please ignore that & don't worry: you can still submit work on time for full value or late for reduced value.

Quizzes & tests (Kvízy a testy) – 60%

Timeline: There will be a quiz nearly each week (usually Fridays) and five unit tests this semester. (See schedule further below for test dates.) I will **drop your two lowest quiz grades** at the end of the term.

Where to find them: All quizzes and tests are contained in lesson modules. They will also be entered into the Canvas calendar so **if you set up notifications, you will receive alerts when they are due.**

Technology: Any online exams will be proctored. You will have an opportunity to try it out before the first exam. Most exams will have a listening or speaking component so you should have a mic and headphones/earbuds.

Content: Exams and quizzes will generally cover content introduced in homework and weekly meetings though the contexts or formats may be somewhat different. (For example: homework may ask you to select the best Czech menu item for friends with dietary restrictions whereas a test may ask you to decipher a Czech recipe, etc.) Quizzes tend to focus on discrete items (vocabulary or grammar). While exams may include some discrete items, they focus on more integrated skills. I grade these two types of assessments differently:

- **Discrete assessments** focus on specific objectives like grammar points or vocabulary items. These are graded discretely, based on the number of correct vs. incorrect items. Grammar and vocabulary mistakes count as 1 point each; spelling mistakes count as ½ point each.
- **Performance-based tasks**, in contrast, will require you to integrate many skills in order to handle a social transaction (i.e., to persuade, get directions, gather information to reach a decision, etc.). These sections are graded more holistically--based on how successfully you execute a given task. (You can see some example assessment rubrics on Canvas.) Exams will often include an oral/aural component, whereby you do a role-play or solve a problem with another student. Since you will be required to perform (to speak and comprehend, not just memorize information), **the best practice is regular participation in weekly meetings and nightly homework!**

Oral components: Most exams will involve speaking and/or listening tasks. They may be asynchronous (online) or synchronous (i.e., completed on Monday or Wednesday).

Review opportunities: Each lesson module before the unit exam is dedicated to unit review.

Make-ups: If you miss a test or quiz for an [excused reason](#), you should contact me to schedule a make-up. Make-up privileges might be granted in the case of a non-medical, non-emergency or non-university-approved event, but advance notice is typically required for such consideration.

****Good student bonus**:** Students who satisfactorily complete *all* unit homework on time **and** have **no** synch meeting absences in a given unit can self-correct that unit's exam for **extra credit**, allowing students to regain up to 50% of the points they missed. (For ex: 70% will be raised to a max of 85%, provided all corrections are accurate.) Open-book exams or oral assessments cannot be self-corrected.

Oral Final Exam – 4% (TBA - between Mon. Dec.9 and Wed. Dec. 11)

You will schedule a 30-minute meeting with me (F2F or on Zoom) during finals week (ideally before 5 PM on Wednesday, Dec.11). The exam will take the form of an informal discussion (est. 20-25 minutes): you can expect to be interviewed on topics from Units 1-5 and also to pose related questions. (It will echo our in-class activities. You may also be asked to engage in a short role-play. The See Canvas for more details.

Grading Scale: Letter grades are based on the percentages shown in the table below:

97-100%	A (No A+s at UF)	87-89.99%	B+	77-79.99%	C+
93-96.99%	A	83-86.99%	B	73-76.99%	C
90-92.99%	A-	80-82.99%	B-	etc.	C-

Last Day to change grade to S/U basis: **Friday, September 6**. More UF grade info can be found here: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>:

Course Policy on Absences, Make-up Work

Synchronous meetings:

- If you must miss a synchronous meeting, it is *your* responsibility reschedule (if excused) or to find out what you missed. (Note that exams could include meeting content or echo meeting activities.)
- If you do not have a microphone, headphones/earbuds or camera for our synchronous meetings, you will be downgraded or possibly marked absent (if unable to participate).

Quizzes/Exams or Homework Delays

- You may make up a missed quiz or exam if you have an *excused reason* (due to illness/trauma, serious family emergencies, religious holidays, participation in special curricular requirements or official university activities (see more [examples in the UF catalog](#)).
- Please contact me as soon as you are aware of the conflict or problem. If you are sick or have an excused absence, you will be given enough time to make up accruing homework and exams.
- If you have a time conflict with a synchronous meeting, quiz or exam for another reason, I *may* be able to offer you a makeup opportunity **if you reach out to me in advance!**
- You are expected to provide official documentation of an excused absence. Note that UF offers [telehealth visits](#) if you need a medical note.

***Tentative* Weekly Course Schedule:** The following schedule outlines the main topics we will study during the semester. We will cover units 1-5 in the *Reality Czech* textbook this semester²; each unit is divided into 12-15 lesson modules (*lekce*) and concludes with a unit exam. You can expect a short quiz nearly each week (exam weeks excepted). We will also meet synchronously each week to

² We will significantly deviate from the textbook starting in lesson 5.4.

communicate in real-time about course topics. For detailed unit goals and individual lesson modules, please see Canvas. Any changes to this schedule will be announced on Canvas.

Week / Dates	Weekly Topics & Events
UNIT 1	Getting acquainted: introducing ourselves & our surroundings
Week 1 Aug. 22-23 UF classes start Thu. Aug. 22	TO DO: Start here/Welcome Module Topic: Intro to course, Canvas navigation & tools; Czech alphabet & pronunciation Due: Lekce 1.1. And complete the Start/Welcome module; related quizzes due next week.
Week 2 Aug. 26-30	Topic: Greetings. Identifying & describing people & objects; gender and gender agreement. Due: <i>Lekce 1.1-1.6</i> Also due - Syllabus & Welcome Module quiz: Wed. Aug. 28 Also due - Czech keyboard quiz, Questions about you: Fri. Aug. 30.
Week 3 Sept. 2-6 Labor Day: 9/2	Topic: Whose is it? Possessives, Czech names, addressing others with vocative case Due: <i>Lekce 1.7-1.10</i> UF Deadline FYI: Fri. 9/6 is the last day to change grading basis from letter grade to S/U
Week 4 Sept. 9-13	Topic: Plural: identifying & describing people, places, things; <i>Odkud jsi? Jsem z ____.</i> Due: <i>Lekce 1.10-1.14</i> UNIT 1 Exam: Sept. 13
UNIT 2	Family & household
Week 5 Sept. 16-20	Topic: Frequent activities (verbal conjugations) & how often you do them, family members, stating & comparing age, Liking/disliking activities (with <i>rád</i> + verb and <i>chtít</i> 'to want') Due: <i>Lekce 2.1-2.5</i>
Week 6 Sept. 23-27	Topic: to have (<i>mít</i>) + accusative case of family members), where you & family members live Due: <i>Lekce 2.6-2.10</i>
Week 7 Sept. 30-Oct. 4	Topic: Family: preferences and professions, which languages you speak, know or are learning Due: <i>Lekce 2.11-2.13 + Lekce 3.1.</i> UNIT 2 Exam: Oct. 3
UNIT 3	Food & drink
Week 8 Oct. 7-11	Topic: Foods you like, what foods are made out of, what you prefer to eat & drink Due: <i>Lekce 3.2-3.6</i>
Week 9 Oct. 14-18 Homecoming: Fri. 10/18	Topic: Eating & ordering in Czech restaurants, how to ask for & pay bill Due: <i>Lekce 3.7-3.10</i>
Week 10 Oct. 21-25	Topic: Cooking & shopping, typical Czech meals, amounts used in cooking Due: <i>Lekce 3.11-3.13.</i> UNIT 3 Exam: Oct. 24
UNIT 4	Weather, seasonal activities & clothing
Week 11 Oct. 28-Nov. 1	Topic: Weather, months, seasons and seasonal activities Due: <i>Lekce 4.1-4.5</i>
Week 12 Nov. 4-8	Topic: Clothing & opinions about clothes, shopping for clothes, describing fit & look Due: <i>Lekce 4.6-4.10</i>
Week 13 Nov. 11-15 Veterans Day: Mon. 11/11	UNIT 4 Exam: Nov. 12 Topic: Appearance & personality: physical & personal traits Due: <i>Lekce 5.1-5.3</i>

UNIT 5	Who we are & how we've changed
Week 14 Nov. 18-Nov. 22	Topic: Discussing the past, comparing past & present Due: Lekce 5.4-5.8
Holiday M-F: 11/25 – 11/29	<i>Happy Thanksgiving! UF has the entire week off this year :-)</i>
Week 15 Dec. 2-4	Topic: Biography Due: Lekce 5.9-5.10 UNIT 5 Exam: Dec. 4
Finals Week Dec. 9-13	FINAL ORAL EXAM: Select a meeting time before 5 PM on Wed. Dec. 11.

Fall 2024 Holidays & Other Important Dates

Labor Day: **Monday, September 2**

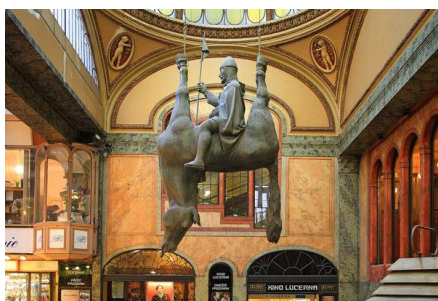
Deadline to change grade to S/U basis (vs. a letter grade): **Friday, September 6**

Homecoming: **Friday, October 18**

Veterans Day: **Monday, November 11**

Thanksgiving break: **Monday - Friday, November 25-29**

Reading days: **Thursday-Friday, December 5-6**



ADDITIONAL NOTES

Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Academic Honesty & UF Honor Code

All students are bound by the Honor Pledge: "*[o]n all work submitted for credit by students at the university, the following pledge is either required or implied: On my honor, I have neither given nor received unauthorized aid in doing this assignment.*" Violations of the code (including acts like cheating, plagiarizing, multiple submissions, etc.) will not be tolerated. Before submitting any work for this class, please familiarize yourself with the Honor Code (especially pp. 11-13) and consequences for violating it: <https://regulations.ufl.edu/wp-content/uploads/2020/12/UF-Regulation-4.040.pdf>

Related: Artificial Intelligence (AI) & Machine Translation (MT)

AI and MT tools are like training wheels on a bicycle: they offer balance when we're starting out, but relying on them too much can hinder our ability to ride unassisted. While AI can be a fantastic aid for brainstorming ideas, proofreading drafts, or even interactive role-plays, it's important to use these tools judiciously. While they're tempting to use due to their ease and speed, relying on them can prevent deep engagement with the language, leading to weaker grasp of vocabulary and grammatical structures, and generally poorer outcomes on exams and other assessments.

To ensure tools like ChatGPT and Google Translate (GT) enhance -- rather than undermine -- learning, **you are required to disclose their use in your submissions. Please indicate in your homework document the specific tool used and explain how / for what purpose you consulted it.** (E.g., did you ask it for essay ideas, to translate lines, to proofread text, etc.?)

Additional Considerations:

- **Understanding and Accountability:** Make sure you fully understand any language sourced from AI. If you use an expression in homework, be prepared to use it in other contexts (class, an exam, etc.).
- **Communication with Classmates:** Since your classmates won't know all the expressions you've learned via AI or MT, be ready to explain what they mean (in Czech) or use appropriate alternatives.
- **Data Security & Privacy:** Be aware that your interactions with AI tools like ChatGPT are not private. Avoid disclosing personal or sensitive information as it could be inadvertently repeated in future outputs. (UF offers [AI tools for free to students using the UF VPN and claims data won't be retained or used to train LLMs...](#)but it's always good to be cautious.)
- **Assignments Using AI:** You may be asked to use AI on some assignments or assessments. If you object to using these tools (e.g., ethical reasons), please let me know.

This section was authored with the assistance of ChatGPT. :-)

Online Course Evaluations

At the end of the semester, you are expected to provide feedback on the quality of instruction in this course. These evaluations are conducted online at <https://gatorevals.aa.ufl.edu/students/>. Evaluations are typically open for you to complete during the last 2-3 weeks of the semester. Students will be notified when the evaluation periods opens, and they can complete evaluations through the email they receive on GatorEvals or via <https://ufl.bluera.com/ufl/>.

Counseling and Wellness Center (CWC)

The CWC teaches students skills to cope with anxiety and to support mental health and personal wellness. CWC services include traditional, group, and couples' therapy as well as consultation, crisis services, workshops, biofeedback, and more. Contact the CWC at: (352) 392-1575, 3190 Radio Road or counseling.ufl.edu/. Call the University Police Department: 392-1111 or 9-1-1 for emergencies.

Check the “Campus Resources” tab on Canvas to explore other student services.



Opportunities & Deadlines

- **Foreign Language and Area Studies grants.** Check the Center for European Studies (CES) website as deadlines are usually in January or February. FLAS grants provide tuition and a stipend to help you continue Czech at UF during the 2025-26 academic year or to study intensively overseas this summer (int'l flight, room & board also covered). <https://ces.ufl.edu/funding/student-funding/foreign-language-area-studies-fellowships-flas/>
- **Add a Czech-related track to your degree!** Interested in a **B.A. degree** in International Studies? Czech language and area studies course can fulfill tracking requirements for the major's

European track. **Minor & Certificate** programs in Central European Studies allow you to combine your interest in Czech with a number of disciplines. Visit the CES website for more info (or ask me since I am the advisor for European Studies): <https://ces.ufl.edu/academics/undergraduate-degreeprograms/>

- **Study abroad!** The UF International Center ([UFIC](https://internationalcenter.ufl.edu)) offers various opportunities to study in Prague so you can continue your language and cultural studies overseas. Deadlines are usually in March though scholarship deadlines are usually earlier--January or February. See more here: <https://internationalcenter.ufl.edu/study-abroad> . UFIC will host an International Fair on Wednesday, Sept. 25 between 10 AM and 3 PM on the Reitz Union North Lawn.

Questions or concerns?
Please contact me: hraynard@ufl.edu

I am on campus M-F and am happy to answer short questions whenever I'm around—before or after class, in a quick email message, phone call, etc. Longer questions or complicated concerns are better discussed in office hours or a separate meeting. If office hours are not accessible to you, I am happy to meet at other times. If you'd like to schedule a meeting, please let me know!