CZE1131: Intro to Czech Language & Culture 2 Spring 2025

5 credits, 100% Online Residential students: 22876. UF Online students: 22877

This course is open to non-degree students (in the US or abroad) and students at other Florida public universities through departmentally controlled sections; if interested please see these instructions. (Note that you need to start this process early as you must first apply to UF for the given term!)

For those in the Gainesville area, this course is also available hybrid format: students meet F2F on Mon. and Wed. at 10:40-11:30 in TUR 2350 and also complete three asynchronous online modules each week. If you'd like to enroll but can't find an empty seat, please email hraynard@ufl.edu for assistance.)

This course requires one weekly synchronous meeting, TBA. By Jan. 17 (end of drop/add week), all students must: 1) meet once with the instructor (see Canvas for times--many available) and 2) select a regular meeting time for future weeks.

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

Tentative office hours from Jan. 13-April 23 (to be confirmed by Jan. 18): Mon. 12:00-1:30 pm; Fri. 3:00-4:30 pm & by appointment.

- Office hours will be held remotely and in my office: 3326A Turlington (if you're in the area)
- Please see Canvas for all Zoom links. To meet outside of office hours, please email me!
- 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. This is the second course in a two-semester sequence. After this 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 leisure time and chores, academics, schedules and daily routines, travel & more.

Prerequisites: CZE1130 or equivalent (to be determined by instructor). This class is intended for <u>beginners</u>. If you've had previous exposure to the language (e.g. formal study or significant time abroad, interaction with Czech-speaking family, etc.) please contact the instructor ASAP for placement.

Required texts & materials: You will need a reliable computer & internet connection, a microphone, headphones or earbuds, and a computer camera. 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. **Course fee**: varies by section (non-UF online sections may have a fee to cover proctoring; see fee in Schedule of Courses.)

Course requirements (explained in detail further below)

Participation in Weekly Synchronous Meetings – 12% Homework – 28% Quizzes and Tests – 50% Oral Midway Exam – 3% Oral Portfolio – 4% Oral Final Exam - 3%

Participation in Weekly Synchronous Meetings – 12% (about 1% per week)

To ensure you can *speak* the language (as well as read and write), this course requires one synchronous meeting each week. This time will be dedicated to spontaneous, interpersonal communication with your instructor and classmates. Rather than talk *about* Czech, we will exchange info and ideas *in* Czech. These activities will help prepare you for real-world communication (and future graded oral assignments).

Grammar questions will typically be restricted to 5 minutes, so if you have additional questions about these concepts, please pose them in your homework or email or come early/stay late or set up a 1:1 meeting with you instructor. (I can find 10-15 minutes for you on Zoom with very little notice!)

We will usually meet on Zoom. You can find all meeting links, instructions and related materials on Canvas: links to Synchronous Meeting modules are located on our Home page course schedule.

Participation will be assessed based on your performance:

How to earn full points:

- Arrive on time with your camera and mic on.
- Be attentive during class and fully engaged in class activities.
- Prepare for class by being caught up in homework (this helps prevent those long speech delays).
 Our "Synchronous Meeting" modules indicate which lessons we will target or what kind of task we will tackle during our exchanges.
- Be a responsive conversationalist: watch & listen to your partner and respond in full, expressing yourself with relevant course expressions.
- Consistent use of Czech in weekly meetings! Mistakes are OK. English or silence is not!

I deduct participation points for the opposite behaviors:

- If you arrive late, have no camera or mic, or join from a disruptive venue (loud or frequent interruptions), you will lose points.
- Inattentiveness, lack of engagement: if your eyes are elsewhere or if you are typing/Googling when you should be listening or speaking, you will lose points.
- If you are unprepared (unfamiliar with targeted material, extremely slow to respond, reliant on internet or other aids), you will lose points.
- Being an unresponsive partner: communication takes two people, so please pull your weight!
- **Defaulting to English**; unwillingness or inability to communicate in Czech.

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

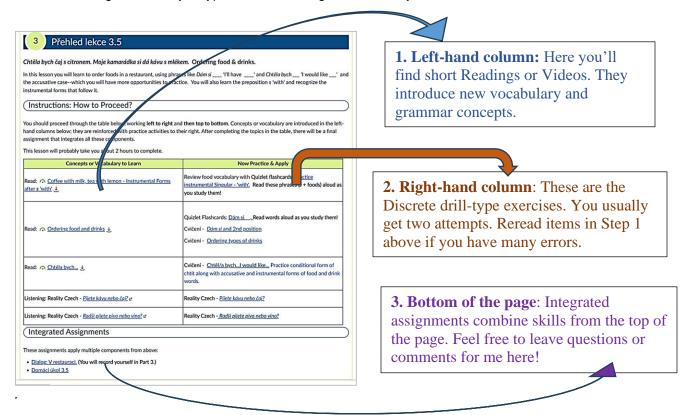
- **Unexcused absences**: If you don't attend the weekly meeting, you can't participate, so you will not earn your weekly participation points. If you *repeatedly* no-show to meetings (3 times), you may lose your remaining meeting privileges—and will lose points accordingly.
- Illness and other <u>excused absences</u> will never be penalized, but please notify your instructor of an absence—in advance whenever possible—and see if/how you can reschedule. (I can always reschedule in the event of an excused absence, but I can't force your classmates to find extra time in

their schedules.) Please be prepared to provide documentation! I might consider granting makeups for unexcused absences if sufficient advanced notice is provided.

Make-ups or Extra oral practice: Feel free stop by office hours or email me if you want extra oral
practice. If you need to make up an excused absence, it's better to email me to schedule a separate
meeting block. (I don't mind making up work during office hours, but that time is to be used by all my
students so I limit office hour meetings to 15 minutes if others are waiting.

Homework (Domácí úkoly) –28%

All homework assignments are contained in our Canvas lesson modules. (Lesson module 3.5 is shown in the image below.) You can access all Lesson modules from our Canvas Home page. The required "Start here/Welcome Module" will walk you through these and help you navigate our website more generally. Homework assignments vary in type and will be weighted differently as described further below.



Readings or Videos: These introduce new or grammar concepts to learn.
 Start with these. They aren't graded but will prepare you for the graded exercises that follow immediately to the right. (See image above.)

2. Discrete Exercises (largely self-graded)

- 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. Some exercises provide hints if you make a mistake.
- 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.) Canvas usually
 relevals the correct answers on the final attempt.

- Most of these exercises are self-graded by Canvas to give you immediate feedback. Since Canvas isn't
 always the best grader, 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.)
- While these exercises may take as much time as the Integrated Assignments, they are worth less overall (12% of the course and less than half of the HW grade) as they require less independent work.
- 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 (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 evaluate all such assignments myself and will leave both corrections and comments. Please review these so you can benefit from my feedback!!!
- 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 resbumit it and will earn 0% until then.
- This assignment category is worth more overall (16% of the course grade) as it involves more independent work.

When is Homework (HW) due?

- Homework is due twice a week. You'll usually do four or five Lesson Modules each week, and these
 are typically due on Tuesdays at 5:00 PM and Fridays at 5:00 PM (with a few exceptions—e.g.,
 Drop/Add week or weeks with holidays or exams). All due dates will be shown on our course Home
 page. Any assignment submitted after the weekly deadline will be given 60%. Assignments submitted
 more than one week late will receive no credit.
- I strongly recommend you complete one lesson module per day (or close to it) as it's best to learn language at least 3-4 days a week rather than cramming. (You'll hear more about this in the Welcome/Start Here Module. You will also receive my feedback more quickly that way.)
- If you have any questions about HW, please stop by office hours or email me with your concern/s!

Will I get a notification for each assignment?

No! Since each lesson module contains numerous short exercises, you will not get a Canvas notification for each and every assignment. Instead, you will get 1-2 weekly assignment notifications that link to the five modules you must complete that week. You will need to set aside enough time during the week (usually 2 - 2.5 hours per module or 10 to 15 hours per week) to complete these modules in advance of the weekly deadline.

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. (Experience tells me that students find the alternative—a string of zeroes given at the end of the unit when it's too late to make them up—less helpful and more more stressful.)

Quizzes & tests (Kvízy a testy) – 50%

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: Unit exams will be proctored (e.g., by Honorlock or a similar app); quizzes typically are <u>not</u>. You should familiarize yourself with the proctor policies and technology requirements (in the "Start here/Welcome" module) well before the first exam. Most exams will have a listening or speaking component so you should have a mic and headphones/earbuds. You will also need to have your computer camera on.

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 describe a past trip whereas a test may ask you to entice your Czech friend to visit FL over break.) 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 or synchronous; in the event of a synchronous oral section, you will be assigned a (brief) time slot during our regular synchronous meeting time block.

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

Make-ups: If you miss a test or quiz for an <u>excused reason</u>, 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 <u>and</u> 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.

Midway Oral Exam – 3% (during your synch meeting or TBA the week of 3/3-3/8)

This exam will largely follow an oral interview format but may also involve a role-play. Depending on meeting size, this exam might be scheduled during our regular synchronous meeting in Week 7 or 8. If our group is too large for that—or if you'd to practice during that block, we can schedule an outside time block. Thematically, it will focus on concepts and expressions from Units 6-8, with an emphasis on the high-frequency and/or more recent content. If you are someone who gets nervous about oral performance, I encourage you to come practice with me and not speak English during your weekly synchronous meeting with classmates!

Final Portfolio – 4% (Due by 5 pm on Monday April 28)

You will create a portfolio project that will both showcase what you've learned this semester and serve as a resource you can refer back to later (e.g., pre-trip) to refresh basics about you & your family, activities, preferences, etc. Format will consist of a PowerPoint presentation with both images and oral recordings

that address prompts related to themes from Units 6-10. (Unit presentations will thus provide good preparation.) You may also be asked to comment on the content of others. See Canvas for more details.

Oral Final Exam – 3% (TBA - between Mon. April 28 and Wed. April 30)

You will schedule a 30-minute meeting with me on Zoom to take place during finals week (ideally before 5 PM on Wednesday, April 30). The exam will take the form of an informal discussion (est. 25 minutes): you can expect to be interviewed on topics from Units 6-10 and also to pose some related questions. (It will echo the Midway Oral Final in structure, and the Portfolio should help you refresh past course themes.) You may also be asked to engage in a short role-play. 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%	Α	83-86.99%	В	73-76.99%	O
90-92.99%	A-	80-82.99%	B-	etc.	C-

Last Day to change grade to S/U basis: Friday, January 31

S/U grading means that you would earn a "Satisfactory grade" (S) for a "C" grade or higher and an "Unsatisfactory" (U) grade for a "C-" grade or lower; neither would count in your GPA. If you are taking this course to fulfill a college foreign language requirement or as an elective, S/U grading should be fine, but S/U grades are typically not allowed for required coursework in a specific major, minor or certificate. I encourage you to talk to your major or college advisor if you are interested and have questions.)

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. Missed
 work should generally be made up within two weeks of your return; all missed work should be
 completed before the last week of instruction.
- 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 cover during the semester as well as dates for unit exams. We will cover units 6-10 in *Reality Czech* this semester (spending some 10-15 instructional days on each unit), with a test at the end of each unit. Exam days are marked with an asterisk below as dates are tentative; we may deviate 1+/- day as needed. For detailed unit goals and individual lesson modules), please see Canvas.

Week & Unit	Topic
Week 1 / Unit 6	Leisure time activities and chores; introduction to verbal aspect

Week 2 / Unit 6	Making your "to do" list: nuances of verbal aspect, modal verbs			
Week 3 / Unit 6	Intro to future tense, new year's resolutions			
Week 4 / Unit 6-7	Unit 6 exam			
	School subjects, accusative review, intro to genitive case			
Week 5 / Unit 7	Discussing academics from application to admission & more			
Week 6 / Unit 7	Student & university profiles; review of locative case			
	Unit 7 exam			
Week 7 / Unit 8	Where & when: intro to "going," talking about time in Czech			
Week 8 / Unit 8	Daily routines (personal hygiene verbs, reflexive verbs)			
Week 9 / Unit 8	Recap: times of day, days of week, every month			
	Unit 8 exam			
	Midway Oral Exam: to be scheduled by 6:00 PM on Fri. March 7			
March 17-21: Spring break - No modules or meetings this week 😊				
Week 10 / Unit 9	Holidays: dates, gift giving, indirect objects & dative case			
Week 11 / Unit 9	Going to someone's house, cultural etiquette & generalizations: passive voice			
	with "se," discussion of selected holidays			
Week 12 / Unit 9-10	Unit 9 Exam			
	Travel destinations & activities, verbs of motion (going by ground transport)			
Week 13 / Unit 10	Travel by flight & itineraries, travel supplies			
Week 14 / Unit 10	Czech & Florida travel sites, transit timetables			
Week 15 / Unit 10	Review. Unit 10 exam (Wed. April. 23)			
Finals Week	Final Portfolio due by 5:00 PM on Mon. April 28.			
	Oral Final to be scheduled by 5:00 PM on Wed. April 30.			

Spring 2025 Holidays & Other Important Dates

Martin Luther King, Jr. holiday: Monday, January 20.

Deadline to change grade to S/U basis (vs. a letter grade): Friday, January 31.

Spring break: Monday - Friday, March 17-21 Reading days: Thursday-Friday, April 24-25







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)

Al 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 Al 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 Al. 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.

Tentative nature of this syllabus:

While I don't anticipate changes, I reserve the right to make adjustments to our course schedule and policies to ensure quality of instruction or to comply with UF policies. Any changes--whether due to extreme weather or pandemic--will be announced on Canvas.



Opportunities & Deadlines

- Foreign Language and Area Studies grants. Deadline: February 7. FLAS grants provide tuition and a stipend to help you continue Czech at UF during the 2025-26 academic year or to study intermediate Czech intensively overseas this summer (tuition, flight, housing & living stipend are provided). https://ces.ufl.edu/funding/student-funding/foreign-language-area-studies-fellowships-flas/
- Study abroad! UF in Prague deadline: March 1. Contact Dr. Ingrid Kleespies (iakl@ufl.edu) for info about Summer 2025 (6 weeks). UFIC's scholarship deadlines are usually a bit earlier than March 1 so visit their website for details. They also an annual study abroad fair (usually in January) where you may learn about other (non-UF) programs. There are many ways to make degree progress while studying in Czech Republic, and I'm happy to talk to you about options, so please reach out!
- 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-degreesprograms/

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!