

Business French – Spring 2016

Class code	FREN-UA 9110	
Instructor Details	Mariame Camara mc5725@nyu.edu	
	Office hours: Wednesday, 13 :00 to 15 :00 Location to be confirmed	
Class Details	Business French Monday, 14:15 to 15:45 Wednesday, 15:00 to 16:30 6.01	
Prerequisites	This course is specifically designed for students with previous training in French.	
Class Description	<p>Bienvenue dans le cours de français des affaires. Ce cours est essentiellement un cours de langue qui vous permettra d'acquérir et de maîtriser le vocabulaire économique et commercial français. Afin de mieux connaître ce langage spécialisé et les réalités qu'il traduit, nous étudierons divers aspects de la vie professionnelle française. Les thèmes étudiés sont ceux du manuel, auxquels seront ajoutés des documents authentiques (articles de journaux, films, publicités, etc.). L'enjeu principal de ce cours est de vous permettre d'utiliser efficacement le français, à l'oral et à l'écrit, dans les principales situations de communication professionnelle et de vous permettre de vous présenter à l'examen du <i>diplôme du français professionnel</i> de la chambre de commerce de Paris. Le calendrier du semestre n'est pas figé, il est possible qu'il évolue au cours du temps.</p>	
Desired Outcomes	<ul style="list-style-type: none"> • Maîtriser la terminologie de base du français des affaires et la communication professionnelle (orale & écrite). • Connaître les réalités, les pratiques et les règles de fonctionnement des entreprises contemporaines. • Comprendre et discuter les enjeux spécifiques à l'environnement socio-économique français. • Postuler pour un emploi en France. • Améliorer la qualité de votre français parlé et écrit en général. 	
Assessment		
Components	Tests de vocabulaire/quiz hebdomadaires	20%
	Lettre de motivation et CV	20%
	Mid-term (examen écrit + présentation orale)	20%
	Présence + participation	15%
	Projet final	25%

Assessment Expectations	<p>92% to 100% = A 90% to 92% = A- 88% to 89% = B+ 83% to 87% = B 80% to 82% = B- 78% to 79% = C+ 73% to 77% = C 70% to 72% = C- 68% to 69% = D</p>
Grade conversion	<p>A = 16 Félicitations A- = 15 Excellent B+ = 14 Très bien B = 13 Bien B- = 12 Encourageant/Assez bien C+ = 11 Moyen plus C = 10 Moyen C- = 9 Passable D+ = 8 D = 7 D- = 6</p>
Grading Policy	<p>NYU Paris aims to have grading standards and results in all its courses similar to those that prevail at Washington Square.</p> <p><i>Study abroad at Global Academic Centers is an academically intensive and immersive experience, in which students from a wide range of backgrounds exchange ideas in discussion-based seminars. Learning in such an environment depends on the active participation of all students. And since classes typically meet once or twice a week, even a single absence can cause a student to miss a significant portion of a course. To ensure the integrity of this academic experience, class attendance at the centers is mandatory, and unexcused absences will affect students' semester grades. Students are responsible for making up any work missed due to absence. Repeated absences in a course may result in failure.</i></p>
Attendance Policy	<p>As per the Global Academic standard, unexcused absences will be penalized with a two percent deduction from the student's final course grade¹.</p> <p>Other guidelines specific to NYUParis include:</p> <ul style="list-style-type: none"> • Attendance to class and all course-related events, even outside of regularly scheduled course times, is expected and mandatory. Some class outings/make-up classes take place on Fridays • <u>Under no circumstances will non-University-related travel constitute an excused absence from class.</u> DO NOT book travel until you have received and carefully studied the syllabus of each of your classes. • <u>If you are not sick enough to go to the doctor, you are well enough to go to class.</u> Doctor's notes will be expected for all medical-related absences. • <u>No tests, quizzes, or exams will be made up.</u> A missed test, quiz, or exam will result in a zero. Questions about this policy should be directed to the Academic Affairs team, not your professor.
Late Submission of Work	<p>No late work will be accepted</p>
Plagiarism Policy	<p>New York University in Paris, as an academic community, is committed to free and open inquiry, to creating an intellectual and social environment that promotes this, and to upholding the highest standards of personal and academic integrity.</p> <p>All NYUP students have the responsibility to uphold these stated objectives. As a member of this community, you accept the responsibility for upholding and maintaining these standards, which include refraining from all forms of plagiarism and cheating as detailed below.</p> <p>Cases of plagiarism at NYUParis will be brought to the attention of NYUParis academic administration as well as the implicated student's home school Dean.</p>

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	<p>PLAGIARISM: a form of fraud, presenting someone else’s work as though it were your own²</p> <ul style="list-style-type: none"> • A sequence of words from another writer who you have not quoted and referenced in footnotes³ • A paraphrased passage from another writer’s work that you have not cited. • Facts or ideas gathered and reported by someone else⁴ • Another student’s work that you claim as your own • A paper that is purchased or “researched” for money • A paper that is downloaded free of charge from the Internet <p>CHEATING</p> <ul style="list-style-type: none"> • Copying from another student’s exam or quiz • Giving or receiving unauthorized assistance (crib sheets, internet, etc.) during an exam or quiz • Having someone take your exam • Accessing an exam or quiz in an unauthorized fashion prior to its administration • Collaborating with other students or unauthorized persons on a take home exam • Using the same written material for two courses without the express permission of both instructors • Fabricating or falsifying data

¹ NYU’s “Policies and procedures for students studying away at a Global Academic Center”

Required Text(s) *Vocabulaire progressif du Français des affaires, 2^e édition, Clé International, 2013 [ISBN : 978-209-038143-6]*
Un dictionnaire bilingue anglais/français
Un dictionnaire unilingue

[1/18 – 1/20] **Semaine 1** *Découvrir l’entreprise française*
A. Les différents types d’entreprises (chapitres 16 et 17 p.40 – 42)

[1/25 – 1/27] **Semaine 2** *Découvrir l’entreprise française*
Fin : les types d’entreprises
B. Les secteurs d’activités (chapitre 18 p.44)

[2/1 – 2/3] **Semaine 3** *Découvrir l’entreprise française*
C. La culture d’entreprise (chapitre 19 p.46)

[2/8 – 2/10] **Semaine 4** *Découvrir l’entreprise française*
D. La réglementation et l’éthique dans le monde du travail (chapitre 57 et 58 p. 122 – 124)

[2/15 – 2/17] **Semaine 5** *Découvrir l’entreprise française*
E. Emploi et Chômage en France (chapitres 27 et 30, 31 p. 62 - 70)

[2/22 – 2/24] **Semaine 6** *Postuler à un emploi en France*
 A. Les différents types de contrat de travail (chapitre 29 p.66)

[2/29– 3/2] **Semaine 7** *Postuler à un emploi en France*
 B. Rédiger une lettre de motivation et un CV (chapitre 28 p.64)

Semaine 8 Midterm Exam Week (écrit et oral)

[3/7 – 3/9]

Semaine 9 [3/14 – 3/16]	Créer une entreprise <i>A. Les aides à la création d'entreprise en France</i> Devoir: rédiger une lettre de motivation et un CV
Semaine 10 [3/21 – 3/23]	Créer une entreprise B. Capital et production : savoir fixer un prix (chapitres 33 et 35 p. 74 – 78)
Semaine 11 [3/30– 4/1]	Créer une entreprise C. Définir un plan de communication (chapitres 46 et 47 p. 100 – 102) <i>No class on Monday, class is rescheduled on Friday</i>
Semaine 12 [4/4 – 4/6]	Créer une entreprise D. Préparer une campagne publicitaire originale
Semaine 13 [4/11 – 4/13]	Créer une entreprise Mise en pratique: je crée ma propre entreprise + révision pour l'examen <i>DFP</i>
Spring Break [4/18 – 4/28]	Spring break
Semaine 14 [5/2 – 5/4]	Examen de la Chambre de Commerce de Paris : Diplôme de français professionnel (écrit et oral)
Semaine 15 [5/9 – 5/11]	Présentation du projet final
Classroom Etiquette	<ul style="list-style-type: none"> • No eating in class. • No cell phones in class. • No laptop computers in class unless permission is expressly given by your professors. • Leaving class to go to the bathroom or yawning in class is considered rude in France.

Your Instructor

Mariame Camara studied francophone literature at the University of Illinois at Chicago and holds a Master degree in teaching French as a foreign language from the Université Paris 3 Sorbonne Nouvelle. She has been teaching French as a foreign language for six years at several French, American and English institutions such as L'Ecole Polytechnique, the Alliances françaises of Paris and Chicago and the University of Illinois at Chicago. She is currently teaching French at Sciences Po Paris and NYU Paris and business French at the IESEG Business school.

NYU's Department of French offers a wide range of undergraduate courses, in both New York and Paris, in all levels of French language, as well as in the literature, film, culture, and thought traditions of France and the Francophone world. The department is full of passionate and engaged students and scholars.

For information about upcoming courses in the French Department in New York, details of the French Minor and Major, and an answer to your question "Why Study French?" please see here: <http://french.as.nyu.edu/page/undergraduate>
 For information about studying at, and courses offered by, NYU Paris, please see here: <http://www.nyu.edu/global/global-academic-centers/paris.html>

If you would like to discuss which courses to take next or if you are interested in becoming a French Minor/Major, please

Speak with your instructor and/or get in touch with the Director of Undergraduate Studies by email (frenchinfo@nyu.edu).

For important announcements about deadlines, courses, as well as about intellectual life and opportunities in the French Department, please "like" the Undergraduate Facebook Page here: <http://french.as.nyu.edu/page/undergraduate>