



**FACULTY OF ARTS**  
**DEPARTMENT OF CLASSICS AND RELIGION**  
**COURSE OUTLINE**  
**Fall 2021**

**COURSE NUMBER:** LATI 602.1, section 1

**COURSE NAME:** Introductory Language Class for Graduate Students (Beginner's Latin)

**CLASSROOM LOCATION:** online (hybrid)

**CLASS DAYS & TIMES:** synchronous via Zoom on Wednesdays and Fridays, 12:00-12:50 p.m.

**TUTORIAL DAYS & TIMES:** optional synchronous tutorial sessions will be held on Mondays 12:00-12:50 p.m. and Thursdays 11-11:50 a.m. Attendance at the Monday session will be most beneficial, and is highly recommended.

**INSTRUCTOR:** Dr. Craig Maynes

**INSTRUCTOR CONTACT**

**email:** [craig.maynes@ucalgary.ca](mailto:craig.maynes@ucalgary.ca)

**office:** SS 548 (note: I will not be on campus. Please email me.)

**phone:** 403-220-3279 (note: I will not be on campus to answer this phone. Please email me.)

**INSTRUCTOR OFFICE HOURS**

I will make myself available to you as much as possible. Each week, I will hold a virtual, drop-in office hour via Zoom on Tuesday from 1:00 to 2:00 p.m. In addition, you may email me to request a one-on-one meeting at a different time.

**EMAIL POLICY:**

All course communications must occur through your @ucalgary email or through the course D2L site. I normally reply within one working day.

**TEACHING ASSISTANT:** Brandon Sonmor ([brandon.sonmor@ucalgary.ca](mailto:brandon.sonmor@ucalgary.ca))

The Teaching Assistant will be responsible for the optional tutorials, and will also be happy to answer your questions via email.

**COURSE CALENDAR STATEMENT:**

This course for beginners provides the first steps towards reading Latin texts.

**COURSE DESCRIPTION:**

This course uses an incremental approach to provide the first steps towards reading Latin texts. Through weekly exercises and quizzes, students will learn the basics of Latin grammar and syntax and

begin to build a core vocabulary. Students will also have an opportunity to identify their own primary objectives in their study of Latin, apply what they have learned, and reflect on the value of their learning to their personal objectives.

This course will take place **online** via Desire2Learn (D2L) and Zoom. Students will complete asynchronous learning tasks through D2L on a weekly basis, attend synchronous classes on Wednesday and Friday, and may also choose to attend synchronous tutorials.

Synchronous Components:

- |                             |                                  |
|-----------------------------|----------------------------------|
| • Mondays, 12-12:50 p.m.    | Tutorial (optional, recommended) |
| • Wednesdays, 12-12:50 p.m. | Class (required)                 |
| • Thursdays, 11-11:50 a.m.  | Tutorial (optional)              |
| • Fridays, 12-12:50 p.m.    | Class (required)                 |

### **COURSE LEARNING OUTCOMES**

Upon successful completion of this course, students will be able to:

1. Demonstrate mastery of material covered in the first eleven chapters of the textbook.
2. Demonstrate an improved grasp on English grammar and vocabulary.
3. Appreciate an increased affinity for the Romance languages (e.g. French, Italian, Spanish).
4. Apply some techniques for analysing the structure of a language.
5. Articulate some awareness of the connections between language, culture, and history.
6. Appreciate the value of healthy learning strategies (e.g. continuous study, incremental learning)

### **LEARNING RESOURCES** (available at the UofC Bookstore)

Required Texts:

1. F.M. Wheelock and R.A. LaFleur, *Wheelock's Latin*, 7<sup>th</sup> edition. HarperCollins.
2. A.H. Groton and J.M. May, *Thirty-eight Latin Stories*, 5<sup>th</sup> edition. HarperCollins.
3. P.T. Comeau and R.A. LaFleur, *Workbook for Wheelock's Latin*. 3<sup>rd</sup> edition revised. HarperCollins.

Recommended Text:

1. N.W. Goldman, *English Grammar for Students of Latin*, 3<sup>rd</sup> edition. Olivia and Hill Press.

### **LEARNING TECHNOLOGIES AND REQUIREMENTS**

All aspects of the course will be conducted through a D2L site and Zoom.

In order to successfully engage in their learning experiences at the University of Calgary, students taking online, remote and blended courses are required to have reliable access to the following technology:

- A computer with a supported operating system, as well as the latest security and malware updates;
- A current and updated web browser;
- A webcam (built-in or external);

- A microphone and a speaker (built-in or external), or a headset with microphone;
- Current antivirus and/or firewall software enabled;
- A stable internet connection.

## ASSESSMENT SCHEME

Your final grade in the course will be calculated according to the following components. More details about each component may be found below.

- |   |                |
|---|----------------|
| • Self-evaluation quizzes (throughout term)                   | 10%            |
| • In-class Preparedness and Participation                     | 10%            |
| • 2 Self-reflections (Oct. 22, Dec. 9)                        | 5% (2.5% each) |
| • 5 Assignments (Sept. 27, Oct. 14, Oct. 26, Nov. 15, Dec. 1) | 50% (10% each) |
| • Final assignment (due Dec. 17)                              | 25%            |

## ASSESSMENT COMPONENTS

**Self-evaluation Quizzes (10%):** Students will complete small quizzes throughout the term, all through D2L. These exercises are designed to test mastery of the basic components of the Latin language, and will most frequently test memorization of vocabulary and word forms. The intention is for the students to confirm their grasp of the fundamentals of the language before completing the assignments. The quizzes can be repeated until the student is satisfied with their comprehension. In order to receive credit for a quiz, the student must receive a passing (50%+) grade on their best attempt by the due date. [Aligned Course Learning Outcomes: 1]

**In-class Preparedness and Participation (10%):** Students are required to complete lessons and/or assignments before each synchronous class, and to attend class prepared to ask questions, answer questions when called on, and contribute to class discussion. Note that having the correct answer to a question is not required – attempting to answer in an informed manner or asking intelligent questions are perfectly acceptable indications of preparedness and participation. [Aligned Course Learning Outcomes: 1, 2, 4]

**Self-reflections (2 x 2.5% = 5%):** At the beginning of the course, students will identify personal objectives associated with the course. At the mid- and end-points of the course, students will revisit and update those objectives and reflect upon their own progress as well the application of what they have learned to their own interests. This will also be an opportunity to reflect upon the course itself and offer feedback to the instructor. The two self-reflection assignments will be very short written assignments. [Aligned Course Learning Outcomes: 2, 3, 4, 5, 6]

**Assignments (5 x 10% = 50%):** These five assignments will test students' comprehension of the Latin learned to date. They will include exercises in translation, composition, and analysis. While the focus will be on concepts learned since the previous assignment, each assignment will expect mastery of previous material. (Thus, these assignments will get more difficult as the term progresses!) [Aligned Course Learning Objectives: 1, 4]

**Final Assignment (25%):** A longer final assignment will test students' comprehension of all the material covered in the course. This will include exercises in translation, composition, and analysis, as well as a written response to an example of "real world" Latin. [Aligned Course Learning Objectives: 1, 4, 5]

### TENTATIVE CLASS SCHEDULE

Week 1 (Sept. 7 – 10) Introduction to course

- Wed. Sept. 8 synchronous class
- Fri. Sept. 10 synchronous class
- no tutorials this week
- Introductory assignments to be completed before Friday at 11:59 p.m.

Week 2 (Sept. 13 – 17) Wheelock, Chapter 1

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.
- Mon. Sept. 13 (optional, recommended) synchronous tutorial
- Wed. Sept. 15 synchronous class
- Thurs. Sept. 16 (optional) synchronous tutorial
- Fri. Sept. 17 synchronous class
- Chapter 1 assignments to be completed before Friday at 11:59 p.m.

Week 3 (Sept. 20 – 24) Wheelock, Chapter 2

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.
- Mon. Sept. 20 (optional, recommended) synchronous tutorial
- Wed. Sept. 22 synchronous class
- Thurs. Sept. 23 (optional) synchronous tutorial
- Fri. Sept. 24 synchronous class
- Chapter 2 assignment to be completed before Friday at 11:59 p.m.

Week 4 (Sept. 27 – Oct. 1) Wheelock, Chapter 3

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.
- Mon. Sept. 27 (optional, recommended) synchronous tutorial
- **Assignment #1 due by 11:59 p.m. on Monday, Sept. 27**
- Wed. Sept. 29 synchronous class
- **Thurs. Sept. 30 National Day for Truth and Reconciliation (no tutorial)**
- Fri. Oct. 1 synchronous class
- Chapter 3 assignment to be completed before Friday at 11:59 p.m.

Week 5 (Oct. 4 – 8) Wheelock, Chapter 4

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.

- Mon. Oct. 4 (optional, recommended) synchronous tutorial
- Wed. Oct. 6 synchronous class
- Thurs. Oct. 7 (optional) synchronous tutorial
- Fri. Oct. 8 synchronous class
- Chapter 4 assignment to be completed before Friday at 11:59 p.m.

Week 6 (Oct. 11 – 15) Wheelock, Chapters 5 and 6 (introduced)

- asynchronous lessons must be viewed before Friday's class.
- **Mon. Oct. 11 Thanksgiving Day Holiday (no tutorial)**
- Wed. Oct. 13 synchronous class (review class)
- Thurs. Oct. 14 (optional) synchronous tutorial
- **Assignment #2 due by 11:59 p.m. on Thursday, Oct. 14**
- Fri. Oct. 15 synchronous class

Week 7 (Oct. 18 – 22) Wheelock, Chapters 5 and 6 (continued)

- Mon. Oct. 18 (optional, recommended) synchronous tutorial
- Wed. Oct. 20 synchronous class
- Thurs. Oct. 21 (optional) synchronous tutorial
- Fri. Oct. 22 synchronous class
- Chapters 5 and 6 assignment to be completed before Friday at 11:59 p.m.
- **Self-Reflection #1 due by 9:00 a.m. on Friday, Oct. 22**

Week 8 (Oct. 25 – 29) Wheelock, Chapter 7

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.
- Mon. Oct. 25 (optional, recommended) synchronous tutorial
- **Assignment #3 due by 11:59 p.m. on Monday, Oct. 26**
- Wed. Oct. 27 synchronous class
- Thurs. Oct. 28 (optional) synchronous tutorial
- Fri. Oct. 29 synchronous class
- Chapter 7 assignment to be completed before Friday at 11:59 p.m.

Week 9 (Nov. 1 – 5) Wheelock, Chapter 8

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.
- Mon. Nov. 1 (optional, recommended) synchronous tutorial
- Wed. Nov. 3 synchronous class
- Thurs. Nov. 4 (optional) synchronous tutorial
- Fri. Nov. 5 synchronous class
- Chapter 8 assignment to be completed before Friday at 11:59 p.m.

Week 10 (Nov. 8 – 12)                      **Term Break (no classes)**

Week 11 (Nov. 15 – 19)                      Wheelock, Chapters 9 and 10 (introduced)

- asynchronous lessons must be viewed before Wednesday's class.
  - I recommend viewing them before Monday's tutorial.
- Mon. Nov. 15 (optional, recommended) synchronous tutorial
- **Assignment #4 due by 11:59 p.m. on Monday, Nov. 15**
- Wed. Nov. 17 synchronous class
- Thurs. Nov. 18 (optional) synchronous tutorial
- Fri. Nov. 19 synchronous class

Week 12 (Nov. 22 – 26)                      Wheelock, Chapters 9 and 10 (continued), Chapter 11 (introduced)

- Mon. Nov. 22 (optional, recommended) synchronous tutorial
- Wed. Nov. 24 synchronous class
- Chapters 9 and 10 assignment to be completed before Wednesday at 11:59 p.m.
- asynchronous lessons must be viewed before Friday's class
- Thurs. Nov. 25 (optional) synchronous tutorial
- Fri. Nov. 26 synchronous class

Week 13 (Nov. 29 – Dec. 3)                      Wheelock, Chapter 11 (continued) and Chapter 12 (introduced)

- Mon. Nov. 29 (optional, recommended) synchronous tutorial
- Wed. Dec. 1 synchronous class
- Chapter 11 assignment to be completed before Wednesday at 11:59 p.m.
- **Assignment #5 due by 11:59 p.m. on Wednesday, Dec. 1**
- asynchronous lessons must be viewed before Friday's class
- Thurs. Dec. 2 (optional) synchronous tutorial
- Fri. Dec. 3 synchronous class

Week 14 (Dec. 6 – 10)                      Chapter 12 (continued)

- Mon. Dec. 6 (optional, recommended) synchronous tutorial
- Wed. Dec. 8 synchronous class
- Thurs. Dec. 9 (optional) synchronous tutorial
- Chapter 12 assignment to be completed before Thursday at 11:59 p.m.
- Classes end on Thursday, Dec. 9
- **Self-Reflection #2 due by 11:59 p.m. on Thursday, Dec. 9**

**Final Assignment due by 11:59 p.m. on Friday, Dec. 17**

## EXAMINATIONS

This course has no formal examinations.

### **MISSED OR LATE ASSIGNMENTS**

If a student misses a required component of the course, they must contact the instructor as soon as possible. Late assignments will not be accepted without acceptable rationale.

### **GRADING**

The University's grading system may be found in the calendar by following this link:

<https://www.ucalgary.ca/pubs/calendar/current/f-1.html>.

A numerical mark will be given for each course requirement. A letter grade will be assigned on the following grade scheme, usually used with the Department of Classics and Religion:

A+	96 – 100%	Outstanding performance
A	90 – 95%	Excellent performance
A-	85 – 89%	Very good performance
B+	80 – 84%	Good performance
B	75 – 79%	Satisfactory performance
B-	70 – 74%	Minimum pass
C+	65 – 69%	All grades of C+ or lower are indicative of failure at the graduate level.
C	60 – 64%	
C-	55 – 59%	
D+	53 – 54%	
D	50 – 52%	
F	0 – 49%	

When the final grade for the course is calculated, the calculated numerical mark will be rounded up or down to the nearest whole number before being converted to a letter grade. It is not necessary to pass each assignment in order to pass the course.

### **EXPECTATIONS FOR WRITING**

All written assignments will be assessed at least partly on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization. Sources must be properly documented. If you need help with your writing, you may use the writing support services in the Learning Commons. For further information, please refer to the official online University of Calgary Calendar, Academic Regulations, E. Course Information, E.2: Writing Across the Curriculum: <https://www.ucalgary.ca/pubs/calendar/current/e-2.html>

### **GUIDELINES FOR SUBMITTING ASSIGNMENTS**

Please submit all assignments electronically to the dropbox in D2L. Assignments may be submitted in Word or PDF format. Assignments should have a file name as follows: “First Name Last Name Assignment Number” (e.g., Alex Smith Assignment 2). Assignments must be submitted by their due date and time. It is the student's responsibility to keep a copy of each submitted assignment and to ensure that the proper version is submitted.

## **CONDUCT**

Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment. As members of the University community, students, employees, and academic staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at: <http://www.ucalgary.ca/pubs/calendar/current/k.html>

## **USE OF INTERNET AND ELECTRONIC COMMUNICATION DEVICES IN CLASS**

The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time. Students are responsible for being aware of the University's Internet and email use policy, which can be found at <https://www.ucalgary.ca/policies/files/policies/electronic-communications-policy.pdf>

## **GUIDELINES FOR ZOOM SESSIONS**

Zoom is a video conferencing program that will allow us to meet at specific times for a “live” video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the [Code of Conduct](#)). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g. [Student Non-Academic Misconduct Policy](#)). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: <https://elearn.ucalgary.ca/guidelines-for-zoom/>.

If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity for the missed session (e.g., to review a recorded session). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).

The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.

### **COURSE EVALUATIONS AND STUDENT FEEDBACK**

Student feedback will be sought at the end of the course through the standard University Student Ratings of Instruction (USRI) and Faculty course evaluation forms. A midterm evaluation may also be included to provide students an opportunity to provide feedback, for the instructor to adjust their approaches to teaching and learning, and to continuously improve the course. Students are welcome to discuss the process and content of the course at any time with the instructor

## **UNIVERSITY OF CALGARY POLICIES AND SUPPORTS**

### **ACADEMIC MISCONDUCT**

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedure please visit:

<https://ucalgary.ca/policies/files/policies/student-academic-misconduct-policy.pdf>

<https://ucalgary.ca/policies/files/policies/student-academic-misconduct-procedure.pdf>

Additional information is available on the Academic Integrity Website at <https://ucalgary.ca/student-services/student-success/learning/academic-integrity>.

### **ACADEMIC ACCOMMODATION**

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The Student Accommodations policy is available at

<https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>.

Students needing an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS) in accordance with the Procedure for Accommodations for Students with Disabilities (<https://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for->

[students-with-disabilities.pdf](#) ). Students who require an accommodation in relation to their coursework based on a protected ground other than Disability should communicate this need in writing to their instructor.

SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit [www.ucalgary.ca/access/](http://www.ucalgary.ca/access/) .

### **INSTRUCTOR INTELLECTUAL PROPERTY**

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

### **FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY**

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

### **COPYRIGHT LEGISLATION**

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright-policy.pdf>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy <https://www.ucalgary.ca/pubs/calendar/current/k.html>.

### **SEXUAL VIOLENCE POLICY**

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf>

### **OTHER IMPORTANT INFORMATION**

Please visit the Registrar's website at: <https://www.ucalgary.ca/registrar/registration/course-outlines> for additional important information on the following:

- Wellness and Mental Health Resources
- Student Success
- Student Ombuds Office

- Student Union (SU) Information
- Graduate Students' Association (GSA) Information
- Emergency Evacuation/Assembly Points
- Safewalk