

français 367
LE FRANÇAIS DES AFFAIRES

printemps 2009
mardi & jeudi 9h30-10h50 TH 380

Prof. E. N. Meyer
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courrier électronique:
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heures de bureau:
mardi & jeudi 8h15-9h15
et par rendez-vous!

Texte: *Le Nouveau French for Business / Le français des affaires*, édition 2000 (Cl. Le Goff)

But du cours:

1. Apprendre le français des affaires, surtout du vocabulaire commercial et du vocabulaire économique essentiel.
2. Commencez à préparer le certificat pratique de français commercial de la Chambre de Commerce et d'Industrie de Paris au cas où vous décidez de le passer vous-même.

Course synopsis:

This course presents the lexical, syntactical and stylistic features typical for business French. Students will read and discuss business articles and correspondence as well as study cultural aspects of business communication. Areas include banking, correspondence, import-export, marketing, insurance, and computers.

Required work: _____

Attendance: Regular attendance in class is required. Roll will be taken on a daily basis. After three absences your grade will be affected adversely. If further absences occur, your grade will continue to suffer. Oral participation is very important. Please note that attendance affects both your oral participation grade and the results of your daily quizzes. A missed quiz (or exam!) earns a 0.

Written homework: All written homework **MUST** be handed in **ON TIME**. Be prepared to hand in written exercises, although sometimes we will correct them in class, and thus you may not turn them in to me.

Projet de recherches dirigées: You will be required to hand in a typed research paper of 4-5 pages on a business-related topic on March 14, 2009. A preliminary (and ungraded) version of the paper should be handed in on February 26, 2009. Please have me look at this paper and help you to improve it before handing in the final version.

NOTES:

20%	les quiz quotidiens, participation orale et écrite, exercices
40	Deux examens
20	Projet de recherches dirigées
20	Examen Final (mardi le 14 mai 2009, 8-10h)

Accommodations statement:

As required by federal law and UWGB policy for individuals with disabilities, students with a documented disability who need accommodations must contact the Disability Services Office at 465-2841. Reasonable accommodations can be made unless they alter the essential components of the class. Please contact the instructor and Disability Coordinator in a timely manner to formulate alternative arrangements.

Disclaimer: All dates on the syllabus are subject to change.

Originality clause:

ALL written work handed into the professor **must** be the student's own original thought and expression.