

Universitas Islam Indonesia

Faculty of Economics

INTERNATIONAL PROGRAM



ISLAMIC STUDIES PROGRAM

Syllabus: Arabic Language and Culture

Lecturer:	CILACS Team
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Credit (CP):	3
Consultation Times:	By appointment

Subject overview:

Language is the DNA of culture. When participating in an overseas study program, students are required to be able to adapt and survive in the country they intend to visit or to study in. This requirement is of importance for the following reasons:

1. To live effectively in the Arab world and countries with large Muslim populations, a student needs to master the ability to communicate effectively in Arabic so as to understand the basic cultural aspects of the country.
2. International students should also prepare themselves well to face situations which are different from their country of origin to ensure adaptability, cultural sensitivity and that they make the most of their experience.

Subject objectives:

This course is aimed to equip international students with a thorough understanding of the culture and language of populous Muslim nations

(Indonesia and Middle Eastern countries). This course is aimed to teach students the basic vocabulary and expressions used in the Arab world, in addition to cultural discussions. It should be noted that there will be different levels of classes as the students will have different levels of knowledge in Arabic. Thus, contents of the lessons will vary from one level to another. It is therefore the aim of the course to:

1. Introduce students to the basics of Arabic :
 - Focusing on grammar, syntax and vocabulary, in a range of texts.
 - Teach students to have sociolinguistic competence
2. Provide students with a good comprehensive understanding of Arab Culture:
 - Ensure students are exposed to multimedia showing events in Arab societies
 - Discussion on Arab Culture in both oral and written communication

Class Grading:

The class has three grades, all of which include sessions on reading and writing Arabic transcription:

1. Beginner
2. Intermediate
3. Advanced

Assessment:

The final grade will be determined by a composite evaluation of the student's performance based on the following assessment areas:

Task	Value	Deadline
Assignments and Class Participation	30%	Assessed weekly (starting from week 2)
Mid Term Exam	30%	During first exam period (week 7)
Final Exam	40%	During second exam period (week 14)

The assessment will be conducted in two ways: written test and oral presentation. Written tests will be in the form of individual writing with the topic provided by the lecturers.

Assignments:

Student assignments consist of the following:

1. Weekly revision questions (beginner, intermediate and advanced)
2. Essays (for intermediate and advanced)
3. A report of Arabic film review (advanced)

Class Participation:

Students are expected to be active in classroom discussions on some aspects of cultural dimensions of Indonesia and the Arab world. However, it should be noticed that joining extra activities outside the classroom will be considered as active participation in achieving the targeted objectives.

Examination:

There will be a mid term and final test. Both tests involve written and oral components.

Grading System:

Based on university policy, a pass grade or better will only be given to students who achieve a final grade above 55%.

Total	Grade
86 - 100	A
83 - 85	A-
80 - 82	A/B
76 - 79	B+
71 - 75	B
68 - 70	B-
64 - 67	B/C

Total	Grade
61 - 63	C+
56 - 60	C
53 - 55	C-
49 - 52	C/D
45 - 48	D+
35 - 44	D
0 - 34	E

Policy on assessment:

Essays and assignments will not be accepted after the due date unless arrangements for an extension of time have been made prior to the due date. If you do not agree with the result that you achieve for any piece of assessment for this subject please contact the lecturer immediately. You have a right to know the reasons why your work has received a certain grade and to request it be reassessed if you believe it has been unfairly assessed.

Warning Concerning Academic Misconduct:

The International Program expects all students and staff to act with honesty and integrity in all matters. That means being truthful and recognising the intellectual ownership of other people's words, ideas, research findings and information. To not do so is academically dishonest and may incur a range of penalties. Academic misconduct includes plagiarism, collusion, cheating in examinations, misappropriating the research of others and misrepresenting research findings.

What is plagiarism?

Plagiarism is the using of another person's ideas or expressions without appropriate acknowledgment and presenting these ideas or forms of expression as your own. It includes not only written works such as books or journals, but data or images that may be presented in tables, diagrams, designs, plans, photographs, film, music, formulae, web sites and computer programs. Plagiarism includes the use of the work of lecturers or other students as your own without acknowledgment. Self-plagiarism is the reuse of your own work without indicating that you have reused it.

Quoting and Paraphrasing:

A quote occurs when you use 5 or more words from another source exactly as the words appear in the original. You are allowed to incorporate quotes from the work of others into your work. However, only up to 10% of your work can be quoted. A paraphrase is restating what someone else has said or written *using your own words*. A paraphrase is not achieved by simply altering the words from another source slightly. A slight rewording is still effectively a quote. You must either:

- Provide an *exact* quote (and indicate that it is a quote)
- Provide an appropriate paraphrase of the ideas in your words.

An appropriate paraphrase is normally achieved by reading and taking notes, then *closing the book and writing your own words*.

What is collusion?

Collusion involves working with others with the intention of deceiving examiners about who actually completed the work. For example, if a student employs someone else to do their work for them, that would constitute collusion. Or if one student willingly allows another student to copy their work for an individual assessment task, that would constitute collusion. In that case both students may have committed an academic offence. Collusion is not the same as collaboration. Collaboration is working together on a task; collusion is doing so in an unauthorised manner. What is authorised varies from task-to-task. For example, collaboration is allowed or expected on many assignments, but for

other tasks such as exams and some in-class or online tests no collaboration is allowed. If you have any doubt about what constitutes authorised and unauthorised collaboration on a particular task you should consult IP management.

Avoiding plagiarism:

Plagiarism is avoided by appropriately acknowledging sources of your ideas or expressions. In this unit this entails:

1. Providing an in-text citation using the APA referencing system at the place where any idea or expression from another source is used, whether directly quoted or paraphrased; and
2. Clearly indicating where material is directly quoted (a direct quote occurs if 5 or more words from another source are used exactly as they are used in the original) by using quotation marks for short quotes or indenting for longer quotes; and
3. Providing a full reference to the source in a list of references at the end of the work, again using the APA referencing system.

Important Note: the *APA Referencing Guide* can be obtained from IP management

Materials and References:

- Textbook: Prepared by the CILACS Team.
- Journals: To be provided by the teacher
- Websites:
 1. www.word2word.com/course/read.html#arabic.
 2. www.101languages.net/arabic
 3. <http://:areg.amaksoud.com>