

Universitas Islam Indonesia

Faculty of Economics

INTERNATIONAL PROGRAM



ISLAMIC STUDIES PROGRAM

Syllabus

Indonesian Language & Culture

Lecturer:	CILACS Team
Email:	interpro@fe.uii.ac.id
Phone:	(+62) 0274 881721
Credit (CP):	3
Consultation Times:	By appointment

Subject overview:

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 targeted country / Indonesia, a student needs to master the ability to communicate effectively in Bahasa Indonesia or the targeted language 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 which will be used during their stay in Indonesia. This course will also cover cultural-general knowledge, skills and

attitudes required for effective communication and interaction with people and communities in Indonesia. However, it should be noted that there will be different levels of classes as the students will have different levels of knowledge in Bahasa. Thus, contents of the lessons will vary from one level to another. Therefore it is the aim of the course to:

1. Introduce students to Bahasa Indonesia :
 - 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 Indonesian Culture:
 - Give students the opportunity to be immersed in Indonesian real life (in order to deepen understanding on Indonesian culture, etiquette, customs, manner and behaviour)
 - Discussion on Indonesian Culture in both oral and written communication
3. Train international students to survive linguistically during their stay in Indonesia

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: essays and oral presentation. Essays will be in the form of individual writing with the topic provided by the lecturers. Oral presentations are conducted based on the experience that students encounter outside the classroom and are expected to cover the issues related to language and culture matters.

Class Participation:

Students are expected to be active in classroom discussions on some aspects of cultural dimensions of Indonesia. 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 mid term and final test. In mid term test, students will be given both written and oral tests. Students will be assigned to interview their Indonesian friends and report on them in the form of written texts. For the final test students will be assigned to make a paper discussing on cultural topics.

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:

- Textbooks: 1. Dr. Edmund A. Anderson
SPOKEN INDONESIAN
A COURSE IN INDONESIA'S NATIONAL LANGUAGE
2. INDONESIA; a personal introduction; O.G Roeder