



Arts & Social
Sciences

School of Humanities and Languages

ARTS3600, Advanced Indonesian A Semester 1, Year 2014

1. Course Staff and Contact Details
2. Course Details
3. Learning and Teaching Rationale
4. Teaching Strategies
5. Course Assessment
6. Attendance/Class Clash
7. Academic Honesty and Plagiarism
8. Course Schedule
9. Course Resources
10. Course Evaluation and Development
11. Student Support
12. Grievances
13. Other Information

1. Course Staff and Contact Details			
Course Convenor			
Name		Room	
Phone		Email	
Consultation Time			
Lecturer			
Name	Dr Anna Nettheim	Room	211 Morvern Brown
Phone		Email	anna.nettheim@unsw.edu.au
Consultation Time	12-3 Monday - arrange time with Anna		
Tutors			
Name		Room	
Phone		Email	
Consultation Time			
Name		Room	
Phone		Email	
Consultation Time			
Name		Room	
Phone		Email	
Consultation Time			

2. Course Details	
Units of Credit (UoC)	6 Units of Credits. Language classes
Course Description	This Course provides an Advanced level program in Indonesian language study from a communicative and task---based approach. The primary medium of instruction is Indonesian. Students continue to develop and extend their understanding and use of Indonesian morphology, lexicon and syntax through reading, and discussion in Indonesian, of authentic Indonesian texts. Participation in a variety of writing, such as complex letters, literature responses, note taking, and essay writing. Topics includes interpersonal relations, entertainment and socio---cultural topics.
Course Aims	1. To develop informed understanding of Indonesian experiences, cultures, societies and world views
	2. To enable students to develop their linguistic and communicative competence at the introductory level.
	3. To enable students to develop their understanding of socio--- cultural issues relating to Indonesian country and communities.
Student Learning Outcomes	1. To speak, write, listen to, and read in Indonesian
	2. To become engaged with topics important in the Indonesian speaking world.
	3. To appreciate the cultural production of the Indonesian world
	4. To gain a better understanding of oneself and one's environment by examining the Indonesian speaking world.
Graduate Attributes	1. communication and presentation skills; effective collaboration
	2. contribution to the international community

	3.	respect of diversity; disciplinary knowledge in interdisciplinary context
	4.	scholarly enquiry' analytical and critical thinking

3. Learning and Teaching Rationale

The Course is structured as face-to-face interaction. Each week grammatical and cultural topics will be presented and explicated (learning outcomes 1, 2, 7). Students will be assigned complex tasks in the four language skill areas. These tasks will include reading and analysing a variety of texts, delivering oral presentations about the topics being covered in the week, viewing and discussing films and other visual materials and writing various types of texts on Indonesian topics (learning outcomes 1, 2, 3, 4, 5). Some reading and writing activities will be set to help students doing their writing assignment on topics related to a linguistic and socio-cultural aspect of Indonesia (learning outcomes 3, 4, 5, 6, 7).

4. Teaching Strategies

The Course uses a range of teaching strategies, including task-oriented activities in pairs and groups, and class and small group discussions. In this process, students communicate for information, ideas and arguments both orally and writing. They gather and organise information from the textbook and a wide range of written materials, audio-visual (DVDs) and electronic (internet, etc) sources. This process will also enable students to use IT (Indonesian word processor, Indonesian web links, etc) effectively as a means of communication and as an aid to language learning as well as independent learning.

5. Course Assessment

Assessment Task	Length	Weight	Learning Outcomes Assessed	Graduate Attributes Assessed	Due Date
3 translations	500 words	30%	1,2,3,4	1,3,4	3, 7, 10
2 Listening tests		20%	1,2,3,4	1,2,3,4	4, 8
3 writing assignments	500 words each	30%	2,3,4	1,3,4	5, 9, 12
2 speaking tests		40%	1,2,3,4	1,3,4	6, Exam Week
Submission of Assessment Tasks					
In class					

Please Note: In addition to fulfilling the above assessment requirements, students are expected to attend at least 80% of their lectures and tutorials in order to pass the course.

Formal Examination

Grades

All results are reviewed at the end of each semester and may be adjusted to ensure equitable marking across the School.

The proportion of marks lying in each grading range is determined not by any formula or quota system, but by the way that students respond to assessment tasks and how well they meet the objectives of the course. Nevertheless, since higher grades imply performance that is well above average, the number of distinctions and high distinctions awarded in a typical course is relatively small. At the other extreme, on average 6.1% of students do not meet

minimum standards and a little more (8.6%) in first year courses. For more information on the grading categories see <https://my.unsw.edu.au/student/academiclife/assessment/GuideToUNSWGrades.html>

Submission of Assessment Tasks

Assignments which are submitted to the School Assignment Box must have a properly completed School Assessment Coversheet, with the declaration signed and dated by hand. The Coversheet can be downloaded from <https://hal.arts.unsw.edu.au/students/courses/course-outlines/>. It is your responsibility to make a backup copy of the assignment prior to submission and retain it.

Assignments must be submitted before 4:00pm on the due date. Assignments received after this time will be marked as having been received late.

Late Submission of Assignments

Late assignments will attract a penalty. Of the total mark, 3% will be deducted each day for the first week, with Saturday and Sunday counting as two days, and 10% each week thereafter.

The penalty may not apply where students are able to provide documentary evidence of illness or serious misadventure. Time pressure resulting from undertaking assignments for other courses does not constitute an acceptable excuse for lateness.

6. Attendance/Class Clash

Attendance

Students are expected to be regular and punctual in attendance at all classes in the courses in which they are enrolled. Explanations of absences from classes or requests for permission to be absent from classes should be discussed with the teacher and where applicable accompanied by a medical certificate. If students attend less than 80% of their possible classes they may be refused final assessment.

Students who falsify their attendance or falsify attendance on behalf of another student will be dealt with under the student misconduct policy.

Class Clash

A student who is approved a permissible clash must fulfil the following requirements:

- a. The student must provide the Course Convenor with copies of lecture notes from those lectures missed on a regular basis as agreed by the Course Convenor and the student.
- b. If a student does attend a lecture for which they had secured a permitted clash they will still submit lecture notes as evidence of attendance.
- c. **Failure to meet these requirements is regarded as unsatisfactory performance in the course and a failure to meet the Faculty's course attendance requirement. Accordingly, Course Convenors will fail students who do not meet this performance/attendance requirement.**
- d. Students must attend the clashed lecture on a specific date if that lecture contains an assessment task for the course such as a quiz or test. Inability to meet this requirement

would be grounds for a Course Convenor refusing the application. If the student misses the said lecture there is no obligation on the Course Convenor to schedule a make-up quiz or test and the student can receive zero for the assessment task. It should be noted that in many courses a failure to complete an assessment task can be grounds for course failure.

7. Academic Honesty and Plagiarism

Plagiarism is presenting someone else's thoughts or work as your own. It can take many forms, from not having appropriate academic referencing to deliberate cheating.

In many cases plagiarism is the result of inexperience about academic conventions. The University has resources and information to assist you to avoid plagiarism.

The Learning Centre assists students with understanding academic integrity and how to not plagiarise. Information is available on their website: <http://www.lc.unsw.edu.au/plagiarism/>. They also hold workshops and can help students one-on-one.

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However, more serious instances in first year, such as stealing another student's work or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in an Honours thesis) or even suspension from the university. The Student Misconduct Procedures are available here:

<http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf>

8. Course Schedule

To view course timetable, please visit: <http://www.timetable.unsw.edu.au/>

Week Commencing:	Topic	Day	Content	Assessments Due
Week 2	Theme 1	Mon	FQ Translation Theme 1 Text comprehension and discussion	
		Wed	Pendapat Anda Th 1 Part 1 Text comprehension	
Week 3		Mon	Voc revision Text comprehension and discussion	
		Wed	FQ Th 1 discussion TK & U	
Week 4		Mon	Voc revision Grammar Text Comprehension	
		Wed	Pendapat Anda Th 1 part 2 Think Piece Th 1	
Week 5	Theme 2	Mon	FQ Translation Th 2 Text comprehension and discussion	
		Wed	Pendapat Anda Th 2	

Week 6		Mon	Voc revision Text comprehension and discussion	
		Wed	FQ Th2 discussion TK & U Th 2	
Week 7		Mon	Revision Grammar Think piece Th2	
		Wed		
Week 8	Theme 3	Mon	Voc revision FQ Translation Th 3 Text comprehension and discussion	
		Wed	Comm X word Pendapat Anda Th 3 Grammar	
Week 9		Mon	Voc revision Text comprehension and discussion	
		Wed	FQ th3 discussion	
Week 10		Mon	Voc revision Grammar Text Comprehension	
		Wed	Think Piece theme 3 Comm X word	
Week 11	Theme 4	Mon	Voc revision FQ Translation theme 4	
		Wed	Tanya---Jawab Video/ communicative activities	
Week 12		Mon	Voc revision Grammar Text comprehension and discussion	
		Wed	FQ theme 4 discussion TK & U Think Piece theme 4 Comm X---word	
Week 13		Mon	Voc revision General grammar revision Communicative activities	
		Wed	General themes revision Communicative activities	
Exam Week		Wed		Speaking 2

Note: Course schedule may be amended during the semester.

9. Course Resources

Textbook Details

- Advanced Indonesian B– TIFL UNSW
- Grammar notes – by James Sneddon, TIFL UNSW

Additional Readings

Kamus Inggris–Indonesia by Echols & Shadily; Jakarta: Gramedia
Kamus Indonesia---Inggris by Echols & Shadily; Jakarta: Gramedia

Websites

<http://www.nla.gov.au/asian/indo/indsites.html>
<http://zzz.sederet.com/>
<http://www.sbs.com.au/yourlanguage/indonesian>
<https://www.google.co.id/>
<http://www.kompas.com/>

10. Course Evaluation and Development

Courses are periodically reviewed and students' feedback is used to improve them. Feedback is gathered using various means including UNSW's Course and Teaching Evaluation and Improvement (CATEI) process.

11. Student Support

The Learning Centre is available for individual consultation and workshops on academic skills. Find out more by visiting the Centre's website at:

<http://www.lc.unsw.edu.au>

12. Grievances

All students should be treated fairly in the course of their studies at UNSW. Students who feel they have not been dealt with fairly should, in the first instance, attempt to resolve any issues with their tutor or the course convenors.

If such an approach fails to resolve the matter, the School of Humanities and Languages has an academic member of staff who acts as a Grievance Officer for the School. This staff member is identified on the notice board in the School of Humanities and languages. Further information about UNSW grievance procedures is available at:

<https://my.unsw.edu.au/student/atoz/Complaints.html>

13. Other Information**myUNSW**

myUNSW is the online access point for UNSW services and information, integrating online services for applicants, commencing and current students and UNSW staff. To visit myUNSW please visit either of the below links:

<https://my.unsw.edu.au>

<https://my.unsw.edu.au/student/atoz/ABC.html>

OHS

UNSW's Occupational Health and Safety Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For all matters relating to Occupational Health, Safety and environment, see

<http://www.ohs.unsw.edu.au/>

Special Consideration

In cases where illness or other circumstances produce repeated or sustained absence, students should apply for Special Consideration as soon as possible.

The application must be made via Online Services in myUNSW. Log into myUNSW and go to My Student Profile tab > My Student Services channel > Online Services > Special Consideration.

Applications on the grounds of illness must be filled in by a medical practitioner. Further information is available at:

<https://my.unsw.edu.au/student/atoz/SpecialConsideration.html>

Student Equity and Disabilities Unit

Students who have a disability that requires some adjustment in their learning and teaching environment are encouraged to discuss their study needs with the course convener prior to or at the commencement of the course, or with the Student Equity Officers (Disability) in the Student Equity and Disabilities Unit (9385 4734). Information for students with disabilities is available at: <http://www.studentequity.unsw.edu.au>

Issues that can be discussed may include access to materials, signers or note-takers, the provision of services and additional examination and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.