



Please note that this is not your admissions letter.

Welcome to University of Gävle and the Course English for teachers in grades 7-9 further training, 45 cr!

This course is a part-time course between weeks 36 (2016) – 03 (2018). I, Lisa Johansson, am your course coordinator. Contact me by e-mail lisa.johansson@hig or phone 026-64 88 33 if you have any questions about this course.

Syllabus and Schedule

Syllabus with course literature [Syllabus](#)

Schedule [Schedule](#)

Get Started with Your Studies!

To get started with your studies please follow these three steps. More information at hig.se/newstudent

1 Collect Your Computer Account

You can collect your computer account at webkonto.student.hig.se two week before the semester starts. Your computer account consists of a username and a password and gives you access to the University web services.

2 Register in the Student Portal

You must be registered on the course to attend lectures and to sit exams. You will lose your place on the course if you do not register in time. Please register for your course in the Student Portal at studentportal.hig.se

Period for self-registration in the Student Portal: 29 August – 4 September

Are you conditionally admitted? [This is what applies to you](#)

3 Log in to Blackboard

The Blackboard platform is a web-based learning management system where you find your course material. The day after you registered in the Student Portal you can access your course in Blackboard. Log in via the Student Portal.

Course	Engelska för lärare åk 7-9 (1-45hp) ingår i läraryftet II / English for teachers in grades 7-9
Course code	ENU507
Application Code	12516
Faculty	Faculty of Education and Business
Faculty secretary	Monika Karlsson
Contact Information	monika.karlsson@hig.se

Course Organisation

Teaching will start Monday 5 September, between 2 p.m.- 4.30 p.m. on Adobe, where we will go straight into the basic language structure module. The 'room' on Adobe will be available from 1.40 p.m. A more detailed time table will be posted on Blackboard later on.

Furthermore, to participate fully in our courses it is important that you prepare well for the seminars by reading instructed parts of the course literature. This is obligatory and vital in order to be able to participate in discussing particular models and issues brought up in the literature, rather than discussing topics in general. Therefore it is important that you get hold of the literature well in time for the relevant sessions. If you find it difficult to find a particular title within Sweden, ordering it from an international site, such as www.amazon.co.uk is one suggestion. There you might also be able to find the titles second hand for a good price.

For your written assignments you should follow standards and procedures for academic writing. That means for example that you make clear distinctions between arguments and thoughts of your own and those of others by using one of the standard systems for referencing. The University of Gävle does not accept cheating in any form. Plagiarism is a form of cheating, which means that you imitate or copy someone else's work such as a text, an image or a table, and present the material as your own. In order to confirm that you are aware of these rules you need to sign the plagiarism disclaimer below and post it to: Högskolan i Gävle AUE- Engelska Att: Lisa Johansson 801 76 Gävle. Your texts and assignments will not be assessed unless we have received your signed document.

Communication

It is important that you register on Blackboard which will be our main channel for communication. This is where you will find material about our course such as the time table, instructions, assignments, power point presentations etc. This is also where the different instructors will post general announcements concerning the course and the individual sessions.

Secondly, since our course is digitally based it means that we will not meet physically. Instead we will meet in our virtual classroom via Adobe connect. This is also something which you need to prepare your computer for but is easy to install. For us all to be able to benefit from a good quality of reception it is recommended that you use broadband and not a wireless connection. It is also important that you use a good headset with a microphone instead of the microphone on the computer only. This way you will be able to hear us and we can hear you much better. A good camera is also essential for communicative purposes. Please note that you are expected to use your microphone and camera throughout the course since several of the course modules includes seminars where you are to participate in discussions. Unfortunately Ipads and Iphones do not work sufficiently for this activity.

When it is time for us to meet, a link to the classroom will be posted under 'announcements' on Blackboard. You click on the link and follow the instructions to the classroom. Participation in these sessions via Adobe is an essential part of the course. Even though we do not meet physically you shall think of it as equivalent to classroom teaching which means that an active contribution is beneficial for everyone.

If you need support with any technical issues concerning Blackboard or Adobe connect our support service is glad to help at: [support @hig.se](mailto:support@hig.se)

Registration for Written Exams

Registration for exams as well as retakes via KronoX is mandatory. You can register no earlier than five weeks before and no later than ten days before the exam. Please note that no post-registrations will be accepted. If you are a distant education student and are unable to sit the exam at campus you can apply to sit the exam at another location. Applications must be submitted no later than three weeks prior to the exam. Contact your faculty for more information.

Course Evaluation

After completion of your course a web-based course evaluation questionnaire will be sent to your HiG e-mail address. Your answers in the course evaluation are very valuable and your comments will help us to improve and to develop the course for the next implementation. All students registered on the course will receive a course evaluation report where all answers are compiled.

Plagiarism

Plagiarism is defined in the following manner:

To take words, ideas, etc., from someone else's work and use them in one's own work without admitting one has done so. (Longman Dictionary of Contemporary English, 1990)

Students attending courses in English at Höskolan i Gävle are required to sign this plagiarism disclaimer. All work submitted to your instructor must be free of plagiarism. Please follow the rules discussed below. Students suspected of plagiarism will be referred to the college disciplinary board.

1. All direct quotation from primary and secondary sources must be enclosed in quotation marks, with the author's name and page number provided parenthetically or in a footnote or endnote.

Example of how a text from a secondary source is correctly cited:

Original from Barbara Christian's *Black Feminist Criticism*:

In many ways, Shug becomes the mother Celie never had, protecting her from Albert and giving her knowledge about her body and about the essential spirituality of the world.

Quote: It has been argued that in Alice Walker's *The Color Purple*, "Shug becomes the mother Celie never had, protecting her from Albert and giving her knowledge about her body and about the essential spirituality of the world" (Christian, 194).

Note that the quotation is enclosed in quotation marks, and that the quotation is followed by the author's name and the page number.

Example of incorrect usage (no quotation marks around quote):

*It has been argued that in Alice Walker's *The Color Purple*, Shug becomes the mother Celie never had (Christian, 194).

2. At the end of the text, under *Works Cited*, a full bibliographical entry with full publishing history is presented.

Example of a correct bibliographical or Works Cited entry:

Christian, Barbara. *Black Feminist Criticism: Perspectives on Black Women Writers*. New York: Pergamon Press, 1985.

3. When paraphrasing (describing or discussing someone else's ideas), the author must be acknowledged in the text or in a footnote or endnote.

Example of correct paraphrasing:

It has been argued that motherless Celie finds a nurturing substitute in the charismatic blues singer Shug, who successfully protects her from male abuse (Christian, 194).

Example of incorrect usage (use of Christian's phrase and claim, author not acknowledged):

*In Alice Walker's novel, Shug in fact becomes the mother Celie never had.

*In *The Color Purple*, Celie finds a new mother in Shug.

4. All translation of another author's work must be acknowledged as a translation and enclosed within quotation marks, with the author's name, publishing history, and page number cited.

5. The use of a completed assignment from another course is defined as plagiarism.

6. When students are asked to submit individual work for grading, the use of the same sentence, string of sentences, or paragraphs by more than one student is defined as plagiarism.

7. Unless authorized by your instructor, group work or other types of collaboration on take-home exams and individual assignments is plagiarism.

8. For material cited from the Internet, the complete Internet address should appear.

First give the title of the site, then the name of the editor (if given) followed by the date of publication or latest update and any sponsoring institution or organization. Finally, state the date of your access and the URL. This information should be provided parenthetically or in a footnote or endnote. Remember that the material used must be enclosed in quotation marks.

Example:

Linguistic Society of America. 1999. Linguistic Society of America. 23 August 2005
<<http://www.lsadc.org/>>

For more information on quotation and reference procedure, see the *MLA Handbook*, which is available in our library. In addition, it is your responsibility to discuss remaining questions that you have concerning the use of sources with your instructor.

I have read and fully understood these definitions of plagiarism and I hereby guarantee that all work I submit when studying English will be free from plagiarism

Date _____

Name _____