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Instructional Method: Flipped Classroom

The class consists of three class meetings assignments that you are expected to complete on your own. Following the flipped classroom model and the principle of learning by doing,

We will guide you through this process through a list of activities you should complete before each class meeting. This will allow us to reserve the meetings for practicing and

- You are allowed 4 unexcused absences (2 per semester) in full-year classes without penalty.
- **Addendum concerning absences due to illness in Winter 2025**
[updated on 12/13/2024]: Following the university's directive concerning absences due to illness, you are required to submit a doctor's note if you are absent for more than 5 consecutive days. The note must be provided within 1 week of the absence.
- If you are unable to attend class for any reason, please contact your instructors in advance.
- Absences for religious reasons are excused, but you inform the instructors ahead of time. For further information see: [University Holy Days Policy](#).

Homework (20%)

- You will find the overviews with weekly topics and important dates here: [Fall 2024](#); [Winter 2025](#).
- Plan on spending at least _____ before each class. You will find detailed information on preparation for each class meeting and assignments in the detailed homework schedule, posted on myCourses.
- _____
 If you miss a class, you are expected to study the lecture slides and complete the activities in the class slides (posted on myCourses after a class meeting) on your own. Let your instructor know if you have any questions or need help!
- Most of your activities will be completed on the textbook's online platform CONNECT. Except for the first few weeks of the term,

 However, we recommend that you complete the activities on the suggested dates indicated in the homework schedule. The activities fall into the following categories:
 - _____ (12%) are indicated by the notepad and pencil icon. Complete the online exercises for each day as indicated in the CONNECT assignment calendar.
 - _____ (- - - - -) or more than _____

Many students may face mental health challenges that can impact not only their academic success but also their ability to thrive in our campus community. Please reach out for support when you need it; [wellness resources](#) are available on campus, off campus, and online. If you need urgent care, you can reach a counsellor 24/7 through [GuardMe](#) or the [My SSP app](#) on your mobile device.

If you are feeling overwhelmed by your academic work and/or would like to further develop your time and workload management skills, don't hesitate to seek support from [Student Services](#). Consult resources from [Teaching and Learning Services](#) (TLS) on topics such as time management, study strategies, group work, exam prep, and more. TLS also offers opportunities to connect with an academic peer mentor through [Stay on Track](#) and to attend workshops. For further individualized support check out the programs and resources from [Student Accessibility & Achievement](#).

Rubric for Class Participation and Daily Oral Performance

Grade	Attentiveness (timeliness, materials, preparedness, no personal device use, etc.)	Contribution (answering, engaging, asking questions, comments)	Use of German (effort in language use)
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