LINA02 – APPLICATION OF LINGUISTICS
COURSE SYLLABUS – Winter 2021

INSTRUCTOR: SAFIEH MOGHADDAM
OFFICE: BLACKBOARD COLLABORATE
EMAIL: safieh.moghaddam@mail.utoronto.ca
OFFICE HOURS: TBA

Please make sure to include your full name, student number and tutorial number in ALL communications. The subject line of your email MUST include LINA02.

Our office hours are for content and administrative questions (due dates, instructions, missed deadlines, accommodations, etc.). Our office hours are drop-in. Please send me an email if you would like to set up an appointment.

Please read the syllabus carefully. This document outlines most of the rules and guidelines that we expect you (and the teaching team) to follow throughout the semester.

COURSE DESCRIPTION

LINA02H3S (Application of Linguistics): In this course, you learn how to apply the concepts and methods acquired in LINA01H3 to the study of, and research into language history and language change. You also learn about the acquisition of languages; language disorders; the psychology of language; language and the brain; classification of languages, aboriginal languages and the sociology of language. Various methods and theories used to analyze them are also discussed. The focus is on both specific languages and language in general.

LINA01H3 is a prerequisite for LINA02H3 (Applications of Linguistics).
COURSE MATERIALS

QUERCUS

Handouts, assignments and announcements will be posted, as .pdf and .ppt files on the course Webpage, which is accessible at https://q.utoronto.ca using your UTORid and password.

TOPHAT

We will be using the Top Hat (www.tophat.com) classroom response system in class. You will be able to submit answers to in-class questions using Apple or Android smartphones and tablets, laptops, or through text message.

Additionally, we will be using the custom-built interactive textbook ‘Applications of Linguistics’ within Top Hat for this class. This means that there will be NO paper textbook for this course, and you will get access to an eBook by purchasing a code. An email invitation will be sent to you by email, but if don’t receive this email, you can register by simply visiting our course website: [Course Join Code].

Note: our Course Join Code is [Course Join Code].

You can visit the Top Hat Overview (https://success.tophat.com/s/article/Student-Top-Hat-Overview-and-Getting-Started-Guide) within the Top Hat Success Center which outlines how you will register for a Top Hat account, as well as providing a brief overview to get you up and running on the system. Top Hat may require a paid subscription and a full breakdown of all subscription options available can be found here: www.tophat.com/pricing.

Don’t worry if you don’t see any content in the course right away, I will make it available to you as we progress through the semester. Should you require assistance with Top Hat at any time, due to the fact that they require specific user information to troubleshoot these issues, please contact their Support Team directly by way of email (support@tophat.com), the in-app support button, or by calling 1-888-663-5491.

EMAIL POLICIES

If you cannot attend the scheduled office hours, contact me to arrange another time. I will do my best to answer your email messages promptly. Generally, give me up to 48 hours to respond to your inquiries. This means that if you need help, you should plan accordingly. Also, keep in mind that I do not answer emails on the weekend. If you do not hear back from us after 48 hours, please resend the email and make sure it complies with the rules outlined below.
Please email me from your University of Toronto email address (@mail.utoronto.ca, @utoronto.ca, etc.) and put 'LINA02' in the subject line. If you do not use your UTOR email or do not include the course code in the subject line, the email may be filtered out (i.e. we will not see it, and therefore will not be able to respond).

Please start your emails with an appropriate greeting such as “Hello/Dear Prof. Moghaddam”. Please take the time to learn our names; you should know the name of your instructor and TA. Please avoid the use slang or otherwise inappropriate language when composing your emails. Please sign your emails; always include your full name, student number, as well as your tutorial section.

If you choose to email me about content, you will be asked to attend our office hours or schedule an appointment. You are also encouraged to ask your questions during the lecture time or in the tutorial.

The syllabus is your guide to a successful and a relatively stress-free semester. Please make sure you have read and understood the contents of this document. For any clarifications, do email me as soon as possible and if your question is answered in the syllabus, we reserve the right to refer you back to the document.

Finally, do not email your TAs. Most of the course communications should go through me as your TAs have strict guidelines on how much time they are expected to spend on the course. Any emails sent to your TAs will be ignored/deleted so do not take chances.

**EVALUATIONS**

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<thead>
<tr>
<th>Evaluation</th>
<th>Individual Weight</th>
<th>Total Weight</th>
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<tbody>
<tr>
<td>Assignments (x3)</td>
<td>7%</td>
<td>21%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>40%</td>
<td>40%</td>
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<tr>
<td>Tutorial Participation</td>
<td>10%</td>
<td>10%</td>
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<tr>
<td>Top Hat Homework</td>
<td>10%</td>
<td>10%</td>
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<tr>
<td>Online Quizzes (x4)</td>
<td>4%</td>
<td>16%</td>
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<td>Syllabus Quiz</td>
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<tr>
<td>Start-of-the-term Survey</td>
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<td>1%</td>
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<tr>
<td>Discussion Board Introduction</td>
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All of the deadlines will be available through Quercus, as well as a Schedule document which is posted along with the syllabus. **Please note that these deadlines are non-negotiable.** If you miss any of the assignments due to an error on your part, you will lose the marks.

### TUTORIALS

Every student **MUST** be registered in and attend a weekly tutorial section. Tutorials begin on Tuesday, Jan. 19 (and Wednesday Jan. 20) and will meet weekly. The primary goal of the tutorial is to help students practice and develop the skills needed for doing linguistic/grammatical analysis. In order to create the best learning experience, participation in the tutorial is important in this course.

Please note that you will be assigned weekly practice exercises and questions for discussion of certain topics in the tutorial. These practice exercises will be posted on Quercus. **Please complete these exercises before going to the tutorial.** Your TA will check your work for completion. This means that you should always be prepared to ask/answer questions and participate in class discussions and group activities. Your TA will evaluate you on your attendance and preparedness in your scheduled tutorial, completion of weekly practice exercises, and your participation in group activities.

Moreover, each TA is responsible for their students only. Your TA marks and keeps a record of your assignments and exams and evaluates your participation in the tutorial sessions. For this reason, each student must attend the tutorial section in which they are formally registered otherwise they will not receive credit for attending the tutorial sessions, and their assignments will not be graded. If you need to miss your tutorial (due to illness, emergency or a religious observance), you should arrange with the TAs to attend a different section for that week (note that this is for one-time emergency or unusual situations only).

### GENERAL RULES

With roughly 320 students in the course, we would like to be clear on the expectations regarding student conduct from the beginning of the term. It is important that we be able to cover the material in this course with minimal distraction and as efficiently as possible. Therefore, let’s create a safe and positive learning environment together by avoiding disruptive or distracting behavior during class. **Being disruptive is rude to your classmates** who have paid a lot of money to be here and who are trying to listen. Be respectful of your peers and be sensitive to the needs of those in class. Cell phones should be on silent during class. Inappropriate behaviors during class include using inappropriate language in the chat box, making inappropriate comments, interrupting your TA/peers, etc.
Please be respectful of the TAs and instructor! Student conduct that is distracting to the TA makes it difficult to teach. Any behavior that is considered to be distracting to the TA will be pointed out to the student(s) and they will be asked to leave the class.

PARTICIPATION

Your TA will be taking attendance in the tutorial. It is important that you attend each tutorial as missing your tutorials will significantly affect your participation and your understanding of the content. Your TA will keep track of your participation by checking your practice exercises and your participation in class discussions. Continually missing tutorials will significantly impact your understanding of the course material. You will not be able to get full marks if you miss tutorials! Remember that if you are absent, you cannot fully engage in the course.

TOPHAT HOMEWORK

You will be assigned weekly readings on the Top Hat platform which will include in-text questions that you need to complete in order to receive 10% of your total grade. You will have to complete each reading within the assigned timeframe in order to receive your credit. After the deadline to complete the reading, you will be able to access the text for review. The Top Hat e-book will provide you with an outline of all the concepts taught in LINA02, as well as give you a chance to practice and apply the skills you’ve acquired.

ONLINE QUizzes

There will be four (4) online quizzes assigned throughout the semester. Quizzes will be completed through Quercus and we will send you reminders on when and how you will be able to access these quizzes on Quercus.

Two of the quizzes will be timed – approximately 30 minutes in duration. You must complete each quiz in one sitting so plan accordingly. Each quiz will test you on previously covered topics and may or may not be cumulative. It is your responsibility to ensure that you have stable internet connection as well as a charged laptop/well functioning desktop PC. While we encourage the use of the mobile Canvas (Quercus) app, DO NOT use your phone/tablet when attempting your quizzes. We cannot guarantee that the materials will be presented the way they were intended to be. Unless there is a major problem with Quercus/other technical issues affecting majority of the class, we will not be accepting requests to re-do the quizzes.

If you ever do encounter technical difficulties with any of our online modes of assessment, please contact me immediately. Make sure to take screen-shots of your screen in order to document the exact nature of the problem. Vague, undocumented problems such as “my laptop battery ran out” will not be accepted. If you suspect that you may encounter technical difficulties while using your
personal computer, please take the time to access the computer labs located on the 4th floor of Bladen Wing (BV) as well as the UTSC library.

**FINAL EXAM**

The final exam will be cumulative. If you miss the final exam, you may submit a petition for a deferred exam through the Registrar’s Office. Do NOT contact your course coordinator/instructor about a missed final exam; you must contact the UTSC Registrar directly.

**LATE SUBMISSIONS AND EXTENSIONS**

By taking this course you agree to follow the schedule and the evaluation scheme provided by the instructor. To help this course run smoothly, late submissions will not be accepted. If you miss a certain part of the course, you will receive a grade of zero. In some circumstances (documented illness, death, or other emergency), you may be able to request your grade weight to be transferred to the final exam. We advise you to be very careful when requesting weight transfers as the final exam grades tend to be the lowest. You do not want to end up writing a final exam that is worth 55% of your final grade.

Please do not email us for reasons that are not medical (or are otherwise not emergency situations). We will not respond to emails asking for extensions due to planned vacations, etc. – in such cases you should be completing and submitting work ahead of schedule. Generally, we do not provide extensions as you are expected to anticipate any additional work load you take on outside of school.

**REGRADING POLICY**

If you think any of your assessments needs regrading (either an error in grading or an addition error), you must complete the Regrading Request Form (available on Quercus) and attach the completed form to the front of the assignment or the term test that needs to be regraded. If you do not submit a Regrading Request Form, your TA will not be able to accept your work for reassessment as all requests are documented by the course coordinator. Your work will be re-evaluated by the instructor and your TA. You must submit regrading requests no later than 2 weeks after receiving the assignment or the midterm back.

**OTHER TIPS**

We recognize that this is a large course, and we might not be able to get to know many of you personally. This, however, should not deter you from reaching out. If you have any problems or concerns, please do not hesitate to contact your course coordinator to set up an appointment.
PREFERENCE OF NAMES/PRONOUNS

If you want to be referred to by a particular name and/or personal pronouns, please let Safieh and your TA know at a time that works best for you. It may take us some time to address everyone in an appropriate manner so do not hesitate to correct us in a way that is non-confrontational and respectful. We will do our best to get to know all of you, but we are human and can make unintentional mistakes. Your instructor and TAs will let you know how you may refer to them during the first lecture/tutorial.

PERSONAL INTEGRITY

As a teaching team, we take our responsibilities very seriously. We want to provide you with the best possible education and equip you with tools and skills that will aid you throughout your university career (and later in life). A part of this commitment revolves around fair and unbiased treatment of every student. Thus, we ask you to respect the following values we work by: we have tried our best to lay out the fundamentals of what is expected of you in this course, and as such please do not ask for any kind of special treatment that we would not provide to the rest of the class. All of you are here to learn; it would be unfair and disrespectful to the rest of the class to ask for marks that you did not earn.

That being said, we are human, and we do make mistakes. If you do firmly believe that you lost marks that you had earned through hard work, you should submit a regrading form.

ACCESSIBILITY ACCOMMODATIONS

The University provides academic accommodations for students with disabilities in accordance with the terms of the Ontario Human Rights Code. This occurs through a collaborative process that acknowledges a collective obligation to develop an accessible learning environment that both meets the needs of students and preserves the essential academic requirements of the University's courses and programs. For more information on services and resources available to instructors and students, please visit http://www.utsc.utoronto.ca/~ability/.

ACADEMIC INTEGRITY

Academic integrity is essential to the pursuit of learning and scholarship in a university, and to ensuring that a degree from the University of Toronto is a strong signal of each student’s individual academic achievement. As a result, the University treats cases of cheating and plagiarism very seriously. The University of Toronto’s Code of Behaviour on Academic Matters (http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/P
DF/ppjun011995.pdf outlines the behaviours that constitute academic dishonesty and the processes for addressing academic offences. It is expected that all students adhere to these guidelines. For additional information and workshops on Academic Matters see the Academic Advising and Career Centre at https://www.utsc.utoronto.ca/aacc/academic-integrity.