Assessment Summary
GRMN3502 German Language 3B
Professional German 2

Assignment 1: Written Task
Length: 750 words
Weighting: 20%
DUE DATE: 30 August 2010

Assignment 2: Written Task (includes speaking task)
Length: 750 words (written task) plus 5 minutes live oral discussion
Weighting: 20%
DUE DATE: 18 October 2010

Quizzes: 3 Online Quizzes
Length: 10 questions per quiz
Weighting: 15% (5% per quiz)

Final Examination: Written Test
Length: 2 hours duration
Weighting: 45%
DUE DATE: Examination Period
Unit Information

Introduction

Welcome to GRMN3502 German Language 3B, Professional German 2!

Germany is one of the leading business locations in Europe with a superb infrastructure and lifestyle. It is the world's market leader in renewable energies and a "world champion" in exports. It has an enviable reputation for research and development, innovation, quality in workmanship, precision and reliability. It is also known for its creativity, open and progressive media landscape and media quality. As German is also the language most widely spoken in Europe, studying Professional German and acquiring the associated intercultural communication skills that come with it can provide students with a competitive edge in an increasingly international, global and competitive working environment.

This course is designed for students who have passed GRMN3501 and wish to further develop their knowledge about the German work environment and culture. The course also aims to increase students’ German language proficiency skills to an upper intermediate to lower advanced level of language. Your course co-ordinator for this unit is Dr Astrid Gesche.

Email: agesche@une.edu.au
Phone: +61 (0)2 6773 3068

Your on-campus tutor is Ms Renate Barthofer.

Aims and learning outcomes

On completion of this subject, you should be able to:

1. speak, read, understand and write at an upper intermediate to lower advanced level of proficiency in the context of the workplace;
2. recognise and use different registers of the target language;
3. demonstrate an understanding of some common workplace-related conventions and regulations
Contact information

Course Coordinator

Dr Astrid Gesche
PhD ANU, BSc (Hons) Adel., BA (Hons) Adel.,
MEd USQ, GradDipEd UNE
Director: Multimedia Australia Pty. Ltd.
Member Australian Institute of Company Directors

Contact details

Please contact the Course coordinator, Dr Astrid Gesche, for any matters relating to the
academic content of this unit:

Phone: (02) 6773-3068
Email: agesche@une.edu.au
Fax: (02) 6773-3735

Your course coordinator, Dr. Astrid Gesche, can be reached through the GRMN302 online
discussion board for any matters relating to the academic content of this unit from the first
day of teaching. We will endeavour to answer your questions within 72 hours. If you have not
heard from us within 3 days, please contact us again.

We will not be available in the evenings, on weekends or on public holidays.

When leaving an email message or phone message for the coordinator, please make sure to
state your name, the unit code, your student number and the nature of your query.

Administrative assistant

If the course coordinator is unavailable, please contact the School’s Administrative Assistant:

Joy Kirby
Phone: (02) 6773-2494
Email: languages@une.edu.au

NOTE: When leaving a note, email message, or phone message for the coordinator or others,
please make sure to tell us your name, phone number, and the nature of your query.
Prescribed texts

Textbook information, including options for purchasing the text, is available at http://www.une.edu.au/studentcentre/textbook-info.php.

Value Pack


Recommended reading


Or:


* The content of the Audio-CDs will be uploaded to the unit’s Blackboard site at the beginning of the semester. Unless you prefer to have your own set of CDs at your disposal, it is thus not necessary to purchase them separately.

Study guide for GRMN3502 German Language 3B

The following study guide provides useful tips of how to study professional German at this level of language proficiency. It also contains detailed instructions to assist you in working through the chapters and activities of the learning resources of Dialog 2 and any supplementary material that may be used.

Studying this course introduces you to the German language as used in the workplace. All communication takes place in German. A number of generic skills are fostered in this course, including the ability to fill the role of a cooperative, productive team member and the ability to adapt to an unfamiliar culture and operate in a socially and culturally diverse environment.

Why are the material and the activities taught in this unit important to my progress?

The material and the activities build and interact with each other in such a way that they reinforce and consolidate your learning. They also challenge you to cope and deal with more complex or lengthy discourse. This is especially so for the listening activities.
You will learn and practise many new phrases and words, and revise grammatical structures used in professional interactions and polite everyday discourse in German speaking countries. Along the way, you will expand and deepen your cultural knowledge and learn more about some common conventions and regulations that shape the German work environment. On your Blackboard site for this unit and at the end of this unit outline, you'll find a 'Lernplan' (a 'learning plan'). Step-by-step, it will guide you through this unit. Access it frequently to check whether you have completed all the work required of you during the semester.

**Do I receive helpful feedback on my learning?**

For internal students, feedback on your learning is immediate and continuous. If you need assistance, please contact your on-campus tutor. I suggest that you write him/her an email at least two days beforehand to indicate how or in which particular area your tutor can assist you. Everyone can get additional support by posting specific questions to our discussions board. We will usually reply within 72 hours. Together with your own learning in your own time, these measures are intended to support you as much as possible.

**How do the structure and organisation of the course assist my learning?**

In order to make it easy for you to learn, the course is tightly structured. Each new theme begins with an introduction, followed by exercises (text, vocabulary, grammar, integration of the former) and, finally, authentic 'hands-on' scenarios. As you move from block 1 to block 5/6 of each chapter in your textbook, you'll notice that there is a shift in emphasis, from learning structure and content to applying both in context. The teaching material we use is based on a careful analysis of what linguistic, content-specific and intercultural skills are required in professional 'real' life situation.

**How do the assessment tasks relate to what I am expected to learn?**

Your assessment tasks are closely related to what you are expected to learn and are of direct relevance to the topics you encounter during this semester. One of the main requirements for you this semester is to expand your repertoire of professional German. Learning how to use the new vocabulary and phrases appropriately and effectively is essential in this course. In this course, you will also expand your knowledge regarding some of the conventions and regulations that govern German work environments. Getting acquainted with everyday conventions and regulations at the workplace, especially in regards to health and safety, is the focus of **Assignment 1**. Public relations, advertising and the media are other important areas that impact on the working environment. Often, one aspect of this is being able to interpret a variety of ‘Schaubilder’ or ‘Statistiken’. **Assignment 2** invites you to become creative, while investigating an important growth area for employment in the future: alternative energies. In order to give your assignment greater depth, and especially for your live discussion in the classroom, it is necessary to use the Redemittel you will learn during the semester to describe Schaubilder or Statistiken. The quizzes are designed to keep you on track and consolidate your learning. Finally, revising for your final written exam, which, amongst others, also examines grammatical structures, will round off your learning.

**Do I receive guidelines or criteria that explain how individual assessment tasks will be marked?**

Yes, you will receive a detailed criteria sheet for each assessment item. If in doubt about any statements made, please don't hesitate to ask for additional information or for clarification.
**Assessment**

**What are the requirements of the overall assessment program?**

You need to submit all assignments and quizzes. The minimum requirement to pass this course is 50%.

**How do the resources recommended for this course help me to learn?**

The course (structure and content) is based on your resources (*Dialog Beruf 2*) and *Geschäftskommunikation*, and a list of special *Redemittel* with which to discuss graphs and *Schaubilder*. They are fundamental for your learning. The *Dialog Beruf 2* textbook and workbook complement each other. You need to work through both to master the content of this unit. Refer to your *Lernplan* (learning plan) to check how both relate to each other in detail. In addition, at the beginning of each new chapter, your workbook provides you with a *Wortschatz* (vocabulary) list. Please refer to a good quality, substantive dictionary to translate these words into English. The *Übungen* (exercises) section to the right of each word gives you the context. As you know, each word in a dictionary can have different meanings. It is the context which provides you with the correct translation. If in doubt, choose the translation that is most relevant in the business/professional context. At this level of learning (past the beginners level), you are responsible for your own learning; for this reason, as you can see from your textbook, German learning resources no longer provide students with translations.

**Is the feedback provided by students used to improve this unit?**

Yes. Between weeks 4 to 6 you will be asked to provide three positive and three negative evaluative comments for this course. This informal evaluation gives us the opportunity to quickly respond to possible changes that need or ought to be made. While some of the requests cannot be changed (e.g. time-tabling), we will endeavour to do what we can. As this is the first year in which we offer Professional German, your early feedback is very important to us.

**How much do I need to know?**

Ideally, you should learn all the material covered in this course. If you have an active command of 50% of the material covered in this course, you will pass, while 65% will earn you a credit, 75% a distinction and 85% and above a high distinction mark.

**Enjoy your studies!**
# Weekly Study Program

<table>
<thead>
<tr>
<th>Week</th>
<th>Topics/events</th>
<th>Assessment due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td><strong>Module 6: Day-to-day communication in the workplace</strong>&lt;br&gt;Dialog 2, Lektion 6, Block 1-2</td>
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<tr>
<td>26/07/2010</td>
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<tr>
<td>Week 2</td>
<td><strong>Dialog 2, Lektion 6, Block 3-4</strong></td>
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<tr>
<td>2/08/2010</td>
<td></td>
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<tr>
<td>Week 3</td>
<td><strong>Dialog 2, Lektion 6, Block 5-6</strong></td>
<td><strong>Quiz 1</strong></td>
</tr>
<tr>
<td>9/08/2010</td>
<td><strong>Module 2: The language of workplace health and safety</strong>&lt;br&gt;Dialog 2, Lektion 7, Block 1</td>
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<tr>
<td>Week 4</td>
<td><strong>Dialog 2, Lektion 7, Block 2-3</strong></td>
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<tr>
<td>16/08/2010</td>
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<tr>
<td>Week 5</td>
<td><strong>Dialog 2, Lektion 7, Block 4-5</strong></td>
<td></td>
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<tr>
<td>23/08/2010</td>
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</table>
| Week 6   | **Dialog 2, Lektion 7, Block 6**<br>**Geschäftskommunikation**, Chapter 4: Werbebrief<br>**Module 3: Advertising and marketing products and services**<br>Dialog 2, Lektion 8, Block 1-2 | **Assignment 1** |}
| 30/08/2010 |                                                                                |                |
| Week 7   | **Dialog 2, Lektion 8, Block 3-4**                                            | **Quiz 2**     |
| 6/09/2010   | **Redemittel zur Interpretation von Daten und Fakten, Part 1**<br>(Vergleichen und Kommentieren) |                |
| Week 8   | **Dialog 2, Lektion 8, Block 5-6**<br>**Geschäftskommunikation**, Chapter 5: Nachfassbrief<br>**Redemittel zur Interpretation von Daten und Fakten, Part 2**<br>(Beschreiben von Kurven, Entwicklung und Trends) |                |
| 13/09/2010 |                                                                                |                |
| Week 9   | **Module 4: Surveying income levels and employees’ benefits; exploring rights and obligations at the workplace**<br>Dialog 2, Lektion 9, Block 1-2 |                |
| 20/09/2010 |                                                                                |                |
### Assessment

<table>
<thead>
<tr>
<th>Week</th>
<th>Topics/events</th>
<th>Assessment due</th>
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<tbody>
<tr>
<td></td>
<td><strong>Semester 2 Recess</strong></td>
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<tr>
<td>Week 10</td>
<td><em>Dialog 2, Lektion 9, Block 3-6</em></td>
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<tr>
<td>11/10/2010</td>
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<tr>
<td>Week 11</td>
<td><em>Geschäftskommunikation</em>, Chapter 11: Reklamation</td>
<td><strong>Assignment 2</strong></td>
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<tr>
<td>18/10/2010</td>
<td><em>Module 5: Discovering Frankfurt am Main – gateway to Europe and international business centre</em></td>
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<tr>
<td></td>
<td><em>Dialog 2, Lektion 10, Block 1-3</em></td>
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<tr>
<td>Week 12</td>
<td><em>Dialog 2, Lektion 10, Block 4-6</em></td>
<td><strong>Quiz 3</strong></td>
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<tr>
<td>25/10/2010</td>
<td></td>
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<tr>
<td>Week 13</td>
<td>Catch-up and/or Revision</td>
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<tr>
<td>1/11/2010</td>
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<tr>
<td>Week 14</td>
<td><em>End of Year Examination Period Commences</em></td>
<td><strong>Final examination</strong></td>
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<td>8/11/2010</td>
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**Contact hours and home study**

The course generally offers one hour of on-campus language tutorial per week with your tutor. In addition to this, you should plan to put in 8-9 hours a week of online/home study, plus two weeks of exam preparation.

If you have any questions with regards to your learning, please do not hesitate to contact your on-campus tutor or the course-coordinator.

**GRMN3502 Online**

GRMN3502 has been online since the beginning of 2000 and gives the learners as well as the teachers the possibility to communicate as a group which has proven very beneficial in many ways.

**How to access your online units**

To access on-line courses, students must have a registered UNE username and password.

*(You will be accessing the cognate UNE course GRMN302).*
Your username and password from last semester will be used to access the UNE subject website. **If you do not have one of these, or it has ceased to work, notify Dr Astrid Gesche immediately by email (agesche@une.edu.au).**

1. From the UNE Homepage type in the following URL: [http://olt.une.edu.au](http://olt.une.edu.au)

2. Log in to the Blackboard Learning System.

**Your 'my units' page**

After you log in, a page called 'my units' will appear (as mentioned earlier, courses are called ‘units’ at UNE). This is a personalised page where all your current online courses are listed and links to important resources, such as the Library, are provided.

**Your online components**

Your online course has been designed to include a number of tools and features to help you study the course and complete course requirements.

**Course information**

The 'Unit information' link provides an overview of the course and associated administrative details. The 'Assignment and Assessment' folder contains information from this handbook. Under ‘Your Learning’, you will find a wealth of useful information designed to support you in your learning, such as a ‘learning table’, learning objectives per learning session, and an answer key for the textbook. The study guide included in the Course Handbook provides you with suggestions which might improve learning outcomes.

**Discussion Board**

You will be provided with an opportunity to develop your language skills by using the Discussion Board. You will be able to do this by logging on to the **cognate UNE unit** (at UNE, a course is called a unit) **GRMN302**. There you will be able to engage in discussion with the other members of the group studying this unit through UNE and with the academic staff. Participating in discussions with your peers is a key factor in increased enjoyment, motivation and improved performance.

The Discussions Board is where we all post our messages for anybody to read and where lively discussions take place.

With online learning you can study and hold discussions (real time or delayed), whenever and wherever you choose. You can get access to a wide variety of resources and will be able to learn in a more interactive and collaborative way.

This eases the sense of studying a substantial proportion of your course alone, and faster feedback is a real advantage.

**IMPORTANT NOTE!**

The Discussions Board will also be used to communicate important information to students about the course.
We will assume that students check the Discussions Board on a regular basis (at least once a week) for administrative notices.

For urgent enquiries that require a same-day response, or matters that are confidential, we recommend that email or the telephone is used instead of the Discussion Board.

Online quizzes
Online quizzes form part of the assessment for this course. The quizzes are found on the UNEonline Homepage for GRMN302 under ‘Assessments’. Instructions for completing each quiz are provided when you click on the quiz link. Choose the quiz you want to do by clicking on it. Click the ‘Begin’ button. Please ensure that you read the instructions carefully before you proceed with answering the questions. Note that the quizzes are marked by the computer and that any spelling, punctuation or spacing error, no matter how minor, will result in the question being marked as incorrect. Please take great care in typing your answers in. The responsibility of ensuring your answers are correct is yours. When you have answered all questions, don’t forget to click the ‘Submit’ button. If you have any queries, contact your tutor or your course co-ordinator. If you need technical help, there is a help button in the grey menu at the top.

Student help
The 'Student help' icon gives you access to instructions and information about the online tools, general Discussions board rules and ethics and other aspects of online study at UNE.

Withdrawal from GRMN3502
We advise you to see your tutor to discuss difficulties and/or learning problems. At times some students feel that they are not coping and decide to withdraw from the course, when, in reality, they are coping quite adequately - or even very well. We would urge you to consult your tutor by letter, email or telephone if you are considering withdrawing at any stage of the unit. We are happy to advise you.

If you do need to withdraw, you will need to follow your university’s procedure for withdrawing from a course. It is recommended that you do so before the census date, otherwise you may be charged HECS and awarded the grade of fail incomplete.

Student Exchange Programs
Contact the International Office for details on exchange partner universities in Germany and Austria. Normally you will have completed or be completing GRMN2502 when you go on exchange.

Library services
The Auchmuty Library has copies of the textbooks recommended.
Assessment

Overview of assessment requirements

The assessment for GRMN3502 will comprise:

- Two (2) assignments;
- Three (3) online quizzes and
- A two-hour final examination

<table>
<thead>
<tr>
<th>Assessment Item</th>
<th>Task</th>
<th>Percent</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz 1</td>
<td>Answering 10 Questions</td>
<td>5%</td>
<td>9 August 2010</td>
</tr>
<tr>
<td>Assignment 1</td>
<td>Written Task, 750 words.</td>
<td>20%</td>
<td>30 August 2010</td>
</tr>
<tr>
<td>Quiz 2</td>
<td>Answering 10 Questions</td>
<td>5%</td>
<td>13 September 2010</td>
</tr>
<tr>
<td>Assignment 2</td>
<td>Written Task plus Live Speaking Test</td>
<td>20%</td>
<td>18 October 2010</td>
</tr>
<tr>
<td>Quiz 3</td>
<td>Answering 10 Questions</td>
<td>5%</td>
<td>25 October 2010</td>
</tr>
<tr>
<td>Final Examination</td>
<td>Written Test</td>
<td>45%</td>
<td>Examination Period</td>
</tr>
</tbody>
</table>

Details regarding each assignment have been set out in the Appendix of this handbook.

Your assessment tasks are closely related to the aims and learning outcomes for this unit. One of the main requirements for you this semester is to expand your knowledge and skills about professional German workplace practices and their associated socio-cultural norms and regulations. Using all four language skills - speaking (oral), listening (aural), reading and writing - and applying essential grammatical structures in speech and writing, you should be able to hold independent conversations in German and read basic texts on defined, every-day, work-related topics. The assessment tasks are formative and progressive and relate to and/or enhance the material learnt during previous sessions.

All assessment tasks integrate with and develop aspects of graduate attributes. This unit addresses most of the graduate attributes at an intermediate level. It is anticipated that you will continue to build on these skills throughout your enrolment in your chosen degree. Through your assignments and assessment items you demonstrate a continuous increase in knowledge of German language and society and a further development of your overall communication skills. The assessment tasks will also develop your information literacy and
problem-solving skills, while at the same time requiring you to take responsibility for your own learning and professional development.

**Requirement to submit all assignments**

Assignments 1 and 2 must be completed and submitted or a grade of NI (fail, incomplete) will be awarded. Failure to complete the online quizzes will result in forfeiture of those marks.

**Other assessable components**

**Online quizzes**

Online quizzes form part of the assessment for this unit. Instructions for completing each quiz are provided when you click on the quiz link. Please ensure that you read these carefully before you proceed with answering the questions. Marking criteria for Quizzes: High and consistent level of accuracy in language use and comprehension.

**Examination**

There will be one two-hour supervised written examination during the examination period. Weighting: 45%. The written examination is a compulsory part of the unit. The examination will be based on the material covered during the semester. For this examination, no dictionaries of any kind or textbooks or notes are permitted.

**Marking Scale**

Marking scale:  

- < 50% - Fail  
- 50 - 64% - Pass  
- 65 - 74% - Credit  
- 75 - 84% - Distinction  
- 85 - 100% - High Distinction

**University of Newcastle policies on submission of assignments, extensions and plagiarism**

Students are advised to familiarise themselves with the Faculty Policies, as well as University Rules and Policies. Where a student has a query or concern about a particular policy they should consult with the Program Co-ordinator in the first instance. You can find links to many of the relevant University policies on the web at Policy Library

Written Assignment Presentation and Submission Details

Students are required to submit assessment items by the due date. Late assignments will be subject to the penalties described below.

Hard copy submission

Type your assignments: All work must be typewritten in 11 or 12 point black font. Leave a wide margin for marker’s comments, use 1.5 or double spacing, and include page numbers.

Word length: The word limit of all assessment items should be strictly followed – 10% above or below is acceptable, otherwise penalties may apply.

Proof read your work because spelling, grammatical and referencing mistakes will be penalised.

Staple the pages of your assignment together (do not use pins or paper clips).

University coversheet: All assignments must be submitted with the University coversheet: http://www.newcastle.edu.au/school/hss/for-students/current.html

Do not fax or email assignments: Only hard copies of assignments will be considered for assessment. Inability to physically submit a hard copy of an assignment by the deadline due to other commitments or distance from campus is an unacceptable excuse. Assignments mailed to Schools are accepted from the date posted.

Keep a copy of all assignments: All students must date stamp their own assignments using the machine provided. Mailed assignments to schools are date-stamped upon receipt. However, it is the student’s responsibility to produce a copy of their work if the assignment goes astray after submission. Students are advised to keep updated back-ups in hard copy and on disk.

Penalties for Late Assignments

Assignments submitted after the due date, without an approved extension of time will be penalised by the reduction of 5% of the possible maximum mark for the assessment item for each day or part day that the item is late. Weekends count as one day in determining the penalty. Assessment items submitted more than ten days after the due date will be awarded zero marks.

Special Consideration/Extension of Time Applications

Students wishing to apply for Special Consideration or Extension of Time should obtain the appropriate form from the Student Focus.

http://www.newcastle.edu.au/study/forms/index.html

No Assignment Re-submission

Students who have failed an assignment are not permitted to revise and resubmit it in this course. However, students are always welcome to contact their Tutor, Lecturer or Course Coordinator to make a consultation time to receive individual feedback on their assignments.

Remarks
Assessment

Students can request to have their work re-marked by the Course Coordinator or Discipline Convenor (or their delegate); three outcomes are possible: the same grade, a lower grade, or a higher grade being awarded. Students may also appeal against their final result for a course. Please consult the University policy at:

http://search.newcastle.edu.au/policy/

Return of Assignments

Students can collect assignments from a nominated Student Focus during office hours. Students will be informed during class which Focus to go to and the earliest date assignments will be available for collection. Students must present their student identification card to collect their assignment.

Preferred Referencing Style

In this course, it is recommended that you use the use the Harvard in-text referencing system (similar to the APA system) for referencing sources of information used in assignments. Inadequate or incorrect reference to the work of others may be viewed as plagiarism and result in reduced marks or failure.

An in-text citation names the author of the source, gives the date of publication, and for a direct quote includes a page number, in parentheses. At the end of the paper, a list of references provides publication information about the source; the list is alphabetised by authors' last names (or by titles for works without authors). Further information on referencing and general study skills can be obtained from:


Student Representatives

We are very interested in your feedback and suggestions for improvement. Student Representatives are the channel of communication between students and the School Board. Contact details of Student Representatives can be found on the School website.

Student Communication

Students should discuss any course related matters with their Tutor, Lecturer, or Course Coordinator in the first instance and then the relevant Discipline or Program Convenor. If this proves unsatisfactory, they should then contact the Head of School if required. Contact details can be found on the School website.

Essential Online Information for Students

Information on Class and Exam Timetables, Tutorial Online Registration, Learning Support, Campus Maps, Careers information, Counselling, the Health Service and a range of free Student Support Services can be found at:

**Plagiarism**

Plagiarism - the passing off of someone else's ideas or language as one's own - is a serious academic offence. To help prevent it, students are advised to make themselves fully acquainted with the following policy:


All students must complete and submit a Plagiarism Declaration Form with each and every assignment. **If a Plagiarism Declaration Form is not completed and signed, the assignment will not be marked.**
Appendix 1

Assignment 1 Written Task

Due date: 30 August 2010

Weight: 20%

Length: 750 words (written task)

Reading


Sicherheit am Arbeitsplatz
oder man sollte auch loslassen können!

Ein Unfallbericht von Zürich Kosmos im Original (...) 

"In Beantwortung Ihrer Bitte um zusätzliche Informationen möchte ich Ihnen folgendes mitteilen:
Bei Frage 3 des Unfallberichtes habe ich "ungeplantes Handeln" als Ursache angegeben. Sie baten mich, dies genauer zu beschreiben, was ich hiermit tun möchte.


Soviel zum Thema: Sicherheit am Arbeitsplatz...

Bedanke mich bei Marco Krzyzynski für diesen Text!“

Diskutieren Sie folgende Themen (in Ihren eigenen Worten; benutzen Sie bitte dabei die deutsche Sprache):

- Was hat der Dachdecker nicht beachtet?
- Überlegen Sie sich: Was sind die wahrscheinlichen Folgen seines Unfalls - für den Dachdecker persönlich, für seine Familie, seinen Arbeitgeber, die Gesellschaft?
- Wer ist für den Unfall verantwortlich: der Dachdecker oder der Arbeitgeber? Begründen Sie Ihre Meinung.

Zur weiteren Orientierung könnten die folgenden URLs für Sie nützlich sein (all accessed 6 June 2010):

Assignment 2       Written Task

Due date: 18 October 2010

Weight: 20%

Length: 750 words (written task) plus 5 minutes live discussion in the virtual classroom

Topic/question

Germany is a world leader in renewable energies (solar, geothermal, biomass, hydropower, wind). Each student is required to compose an article for the Australian weekly German-language newspaper "Die Woche".

The task is divided into three parts:

1. An overview of renewable energy technologies used in Germany, followed by a more detailed showcasing of one particular product which would also be of special interest to Australia (or your home country).

2. A brief, unique, and creative advertisement of the recommended specific product. It is to be designed in such a way that it has the potential to grab the attention of the readership of "Die Woche".

3. In front of your tutor, verbally discuss a recent 'Schaubild' or 'Statistik' that supports your choice of product and respond appropriately to questions with your lecturer. The following publication provides you with a wealth of data: Bundesministerium für Umwelt, Naturschutz und Reaktorsicherheit (2008). Erneuerbare Energien in Zahlen: Nationale und international Entwicklung. Available from: http://www.erneuerbare-energien.de/files/erneuerbare_energien/downloads/application/pdf/broschuere_ee_zahlen.pdf. Accessed: 6 June 2010. In order to interpret well and provide some deeper context, choose two or three appropriate ‘Schaubilder/Statistiken’ for your type of renewable energy and discuss e.g. the general trend over a given number of years, using the ‘Redemittel’ you learnt during the semester. By combining two or three ‘Schaubilder/Statistiken’, you will be able to provide not only a richer account of the trend, but your interpretation will also have more depth. In a final step, you should make some comparisons with what is happening in Australia (or your home country).

Please hand in or send a scanned copy of your ‘Schaubilder’ or ‘Statistiken’ to your tutor by email or conventional mail at least two weeks before the oral task is due as it will form the basis for your life discussion.
Overall Marking Criteria for Assignments 1 and 2

Key criteria for marking include:

- High and consistent level of accuracy in language use of an intermediate standard;
- Extensive work-related vocabulary and phrases used creatively, effectively and appropriately;
- Clear, succinct and logically sequenced expression;
- Correct verbal and behavioural interactions as expected in a professional, work-related context;
- Evidence of critically researched relevant literature.

Your tasks should display knowledge of the subject, creativity, originality and critical thinking. Your writing tasks should be content-rich, cohesive, succinct, and linguistically and structurally accurate. They must also be culturally appropriate. All work is to be completed in the German language and has to be your own.

You must not use all BLOCK LETTERS when doing assignments as this makes it impossible to tell whether you are using capitalisation correctly. If typing: the 'Umlauts' ä, ü, ö, Ä, Ü, Ö and the letter 'ß' are all readily available in word processing programs! (see GRMN302 Online unit for instructions).

For your written components, using translation devices (other than conventional dictionaries) is not permitted. UNE’s rules regarding academic honesty apply. Please follow academic conventions, including appropriately referencing your work. This entails careful in-text referencing, as required. In order to encourage you to read widely, you ought to regularly back up your statements/discussion with appropriate, pertinent and reputable references. Using Wikipedia, while useful to provide you with an entry point into the topic, is not an acceptable reference for these assignments.

Written tasks are to be submitted to the School of Humanities, McMullen Building, top floor, by 5pm on the due date.

**Spoken Tasks**

Language study is learning a skill and students will be assessed on their spoken proficiency as part of their assignments. (You will do the spoken components of the assignments as an oral presentation with your tutor in the week the assignment is due).
Appendix 2: Nützliche Redewendungen

Die Meinung

meiner Meinung nach  
in my opinion
was mich betrifft …  
as far as I’m concerned …
seine Meinung begründen  
to give reasons for one's opinion
das Vorurteil  
bias, prejudice
die persönliche Einstellung  
personal opinion
auf seiner Meinung bestehen  
to stick to one’s opinion
die öffentliche Meinung  
public opinion
die Meinungen sind geteilt  
there are varying opinions

Einverstanden – nicht einverstanden

Ich bin mit dir einer Meinung  
I agree with you
Ich kann nur zustimmen  
I must agree
Meinungsverschiedenheiten  
differences of opinion
sich der vorherrschenden Meinung anschließen  
to accept the prevailing view
die Mehrheit  
majority
die Minderheit  
minority
abstimmen  
to vote
die Abstimmung  
that’s very controversial
das ist sehr umstritten  
you can’t deny that …
unbestreitbar ist, dass …  
to agree (disagree) with someone
einem Termin vereinbaren  
to fix a date
das Missverständnis  
misunderstanding
Sie haben mich missverstanden  
you have misunderstood me
sich mit jemandem gut verstehen  
to get on well with someone
Meinungen in Einklang bringen  
to reconcile differing opinions
über etwas einig werden  
to agree on something
Zugeständnisse machen  
to make concessions
einen Kompromiss eingehen  
to reach a compromise
im Gegensatz zu dir …  
unlike you …
eine entgegengesetzte Meinung  
the opposite opinion
Sie widersprechen sich ja!  
You are contradicting yourself!
da (es) ist ein Widerspruch  
that is a contradiction

Im Laufe des Gesprächs

eine Unterredung mit dem Direktor  
an interview with the director?
sich mit jemandem aussprechen  
to have it out with someone
das Wort ergreifen  
to begin to speak
jemandem das Wort geben  
to ask someone to speak
jemandem ins Wort fallen  
to interrupt someone
wieder von vorn anfangen
ein Thema anschneiden
auf ein Thema nicht eingehen wollen
es kommt darauf an
es läuft aufs selbe hinaus
es hängt von + Dat. ab
e.g., es hängt vom Wetter ab
davon war nicht die Rede
so war es nicht gemeint
ein Thema streifen
ein Thema gründlich behandeln
vom Thema abweichen
ein triftiger Grund
zur Sache kommen
das ist es eben
to start at the beginning again
to broach a subject
not to want to go into a subject
it depends
it amounts to the same thing
it depends on
it depends on the weather
there was no question of that
I didn’t mean it like that
to touch on a subject
to digress
a good reason
to come to the point
that is the point

Wichtig – unwichtig

Hauptsache ist, dass …
Das ist Nebensache
Mir ist viel daran gelegen
Es liegt nicht an mir
Woran liegt das?
im Einzelnen, bis ins Einzelne
ausführlich
the main thing is that …
that is of secondary importance
I think it is important that …
it is not up to me
why is that?
in detail
detailed, thorough (adj.); in detail, fully (adv.)

Höflichkeitsformeln

Wie bitte?
Noch einmal, bitte
Ich möchte hinzufügen, dass …
Darf ich fortfahren?
Soll ich fortfahren?
Bitte sehr!
Bitte weiter
Sie dürfen mir das nicht übel nehmen
Wenn es Ihnen passt
Meinetwegen!
pardon?
would you repeat that, please?
I’d like to add that …
may I continue?
shall I continue?
please do!/of course!
please carry on
don’t be offended
if it’s all right with you
as you like/I don’t mind

Adverbien und Wendungen

hoffentlich kommt er
nämlich
Herr X hingegen meint, dass …
wahrscheinlich
anscheinend
dennoch
theoretisch …, praktisch …
let’s hope he comes
namely, as a matter of fact
on the other hand, Mr. X thinks that
probably
it seems that …
however
in theory …, in practice …
in Wirklichkeit aber
in der Tat
mindestens
wenigstens
übrigens
zwar … aber …
einigermaßen
angenommen, daß …
trotzdem
selbstverständlich
gelegentlich
eventuell
hauptsächlich
vor allem
überhaupt nicht wahr
offen gestanden
wieso?
inwiefern?
es ist richtig insofern, als …
nun?
ja und?

but in reality
in fact
at least
at least
besides
of course … but …
to a certain extent
supposing …
nevertheless
of course
occasionally
perhaps, possibly
mainly
above all
completely untrue
quite frankly
how do you mean?
to what extent?
it is true in so far as …
well?
so what?