UNIVERSITY of Prince Edward ISLAND | CENTRE d'EXCELLENCE en FRANÇAIS

Course Outline
FR-PD1030-B
(Beginner French 3A)
October 5 – December 11, 2026

Facilitator: **Mélanie Morin**

Online Live Meetings: **Thursdays at 11:00 AM – 12:00 PM**

Course Access: **Via Moodle and Zoom**

DESCRIPTION OF THE COURSE

This professional development course is intended for employees of the PEI Public Service, Health PEI employees, and any other professional in Prince Edward Island who wish to begin their language learning journey through professional development. It is designed for **participants who have a basic foundation in French and wish to advance to the intermediate level.**

This 10-week, non-credit course is delivered through 1 weekly synchronous session via Zoom, as well as a homework assignment for each week. In addition, virtual conversation classes will round out the learning experience, offering a range of available session times and levels each week. Synchronous sessions will take place via Zoom and a link will be provided, with the focus being on oral communication. The course will be run in a manner that supports a non-threatening, encouraging learning environment for all participants. Asynchronous content focused on reading and writing will consist of one assignment, or multiple shorter assignments to be completed on the participant's own time and submitted to the facilitator.

COURSE OBJECTIVES

At the end of the Beginner 3 courses, learners will be able to:

- Understand the main points of clear standard speech on familiar matters regularly encountered at work or at home;
- deal with most situations likely to arise whilst travelling in an area where the language is spoken;
- produce simple connected text on topics which are familiar;
- describe experiences and events, dreams, hopes, and ambitions and briefly give reasons and explanations for opinions and plans; and,
- read authentic texts (found in a newspaper or on a website) and understand the basic idea and context of it.

CONTENT

Content will be selected with the goal of balancing fun and engagement with the learning objectives of the course. A variety of sources will be used, with all materials supplied by the facilitator.

ESSENTIAL MATERIAL

- Computer, such as a desktop and monitor or laptop computer would be best
- A reliable internet connection
- Internet browser
- A microphone and speakers (or a headset with a microphone)
- A web camera
- A keyboard with accents (French or Canadian French keyboard)
- A quiet place

Grading and Course Completion

Participants in this course will be evaluated based on the following criteria:

- **Course Attendance**
  Regular attendance is expected. Participants must attend at least 80% of classes (no more than **2 absences** for 10-week courses or **1 absence** for 6-week courses). If a class is missed, students should attend a virtual conversation group to make up for the absence. Exceptions may be made for extenuating circumstances if the participant remains actively engaged through homework and conversation group attendance.

- **Written Assignments / Homework**
  Weekly homework is an essential part of language acquisition. Participants are expected to complete all assigned homework, submitted either through the online platform or by email, as applicable. Occasional missed assignments will be considered if the participant demonstrates consistent overall engagement.

Final Grade: Pass (P) or Incomplete (INC)

At the end of the course, participants will receive either a **Pass (P)** or an **Incomplete (INC)**:

- A **Pass (P)** is awarded to participants who:
  - Meet attendance expectations,
  - Submit the majority of written assignments, and
  - Demonstrate active effort and participation throughout the course.

- An **Incomplete (INC)** is given if:
  - Attendance falls below 80% without accommodation,
  - There is insufficient homework submission or engagement, or
  - The participant does not meet the minimum criteria for participation.

Participants who successfully complete the course will receive an **official Letter of Completion** from the UPEI Office of Continuing Education and Professional Development.