

**GERMAN 403W**  
**ADVANCED COMMERCIAL GERMAN**

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**TEXT:**     ***Deutsche Wirtschaftssprache für Amerikaner, Third Edition:***  
              **ISBN 0-471-30947-8**

**OBJECTIVES:**   Development of students' abilities in the following areas:

1. the vocabulary of commercial German
2. speaking, listening, reading, and writing proficiency
3. cross-cultural differences in the commercial sector

**PROCEDURE:** The text materials will be equally divided over two semesters (GR 353-GR 403W Sequence), and will be covered in the following manner:

*Step 1:*     Introduction of text article in **DWA** with emphasis on new vocabulary and mastery of same; checking comprehension (question/answer format). Homework: designated exercises to be prepared in writing.

*Step 2:*     Review of above; sentence-building drills, making use of cognate items and synonym/antonym pairs; practice giving definitions of new terms. Homework: write out designated exercises. Study new vocabulary and maintain running inventory of same.

*Step 3:*     Review of above; vocabulary quiz (15 min.); clarification of specific grammatical aspects of the business language specimen under review. Homework: write out designated exercises.

*Step 4:*     Practice in composing business letters. Homework: compose a brief business letter in German. Ideally, vocabulary and information gleaned from **DWA** should be applied.

*Step 5:*     Review of techniques of composing business letters, coordinated with presentation/discussion of letters written as homework assignment; vocabulary quiz (15 min.); general review of exercises in **DWA**.

Homework: prepare for quiz on material covered in *Steps 1-5*.

*Step 6:*     Brief review (10 min.) before quiz (40 min.). Homework: begin reading next article in **DWA**.

## **EXPECTED STUDENT LEARNING OUTCOMES:**

Upon completion of GR 403W, students will have a command of the vocabulary, business issues and language structures involved in pages 134-267 of *DVA*, and will be able to apply this knowledge in conversation and in composing business letters in German. Upon completion of GR 403W, it is expected that students will be performing at ACTFL Level Advanced. As regards the targeted four skills of listening, speaking, reading, and writing, this proficiency level reflects competency as follows:

- **Listening:**

Able to understand main ideas and most details of connected discourse on a variety of topics beyond the immediacy of the situation. Comprehension may be uneven due to a variety of linguistic and extralinguistic factors, among which topic familiarity is very prominent. These texts frequently involve description and narration in different time frames or aspects, such as present, nonpast, habitual, or imperfective. Texts may include interviews, short lectures on familiar topics, and news items and reports primarily dealing with factual information. Listener is aware of cohesive devices but may not be able to use them to follow the sequence of thought in an oral text.

- **Speaking:**

Able to satisfy the requirements of everyday situations and routine school and work requirements. Can handle with confidence but not with facility complicated tasks and social situations, such as elaborating, complaining, and apologizing. Can narrate and describe with some details, linking sentences together smoothly. Can communicate facts and talk casually about topics of current public and personal interest, using general vocabulary. Shortcomings can often be smoothed over by communicative strategies, such as pause fillers, stalling devices, and different rates of speech. Circumlocution which arises from vocabulary or syntactic limitations very often is quite successful, though some groping for words may still be evident. The Advanced-level speaker can be understood without difficulty by native interlocutors.

- **Reading:**

Able to read somewhat longer prose of several paragraphs in length, particularly if presented with a clear underlying structure. The prose is predominantly in familiar sentence patterns. Reader gets the main ideas and facts and misses some details. Comprehension derives not only from situational and subject matter knowledge

but from increasing control of the language. Texts at this level include descriptions and narrations such as simple short stories, news items, bibliographical information, social notices, personal correspondence, routinized business letters, and simple technical material written for the general reader.

- **Writing:**

Able to write routine social correspondence and join sentences in simple discourse of at least several paragraphs in length on familiar topics. Can write simple social correspondence, take notes, write cohesive summaries and resumes, as well as narratives and descriptions of a factual nature. Has sufficient writing vocabulary to express self simply with some circumlocution. May still make errors in punctuation, spelling, or the formation of nonalphabetic symbols. Good control of the morphology and the most frequently used syntactic structures, e.g., common word order patterns, coordination, subordination, but makes frequent errors in producing complex sentences. Uses a limited number of cohesive devices, such as pronouns, accurately. Writing may resemble literal translations from the native language, but a sense of organization (rhetorical structure) is emerging. Writing is understandable to natives not used to the writing of non-natives.

Course Objective and Assessment

OBJECTIVE	ASSESSMENT
290-3-3-.11(2)(b)2.(ii) Ability to ask questions and compare answers to interpret literary and cultural texts from both native and target cultures for the purpose of interpreting and reflecting on the perspectives of both cultures.	Interpretation of readings in DWA. Business letters. Participation. Quizzes/Midterm Exam/Final Exam. MOPI Exams.

**GRADE:** Your final grade will be determined as follows:

<i>QUIZZES:</i>	25%
<i>MIDTERM:</i>	25%
<i>FINAL:</i>	25%
<i>BUSINESS LETTERS:</i>	15%
<i>PARTICIPATION:</i>	10%

Speaking and listening abilities will be assessed on an ongoing basis, with frequent feedback both in class and in office hours, as well as through a Modified Oral Proficiency Interview (MOPI) to be conducted at the beginning and end of the semester. The results of this interview will be

used in assessing your progress and in advising you as to the most appropriate follow-up course. In addition, you will take the **Webcape Placement Exam** in the Foreign Language Lab, or online at [\[http://webcape.byuhtsc.org/nwcregister.php?acct=una\]](http://webcape.byuhtsc.org/nwcregister.php?acct=una), **twice**: once during the first week of class, and once again during the final week of class. This will provide me, and you, a measure of your achievement and appropriate placement level for continuing study in the language.