



Services en français | French Language Services

# FRENCH LANGUAGE TRAINING

● COURSE GUIDE ●

FALL 2018 - WINTER,  
SPRING, SUMMER 2019

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## Introduction

Outstanding patient care is one of the highest priorities at the University of Ottawa Heart Institute. Serving patients in the official language of their choice is a key component of exceptional care.

To acquire, advance or refresh your French-language abilities, French Language Services is proud to offer French language training.

This guide serves to inform you of the language-learning opportunities offered at the University of Ottawa Heart Institute.

## Registration

Registration is completed online on a first-come, first-served basis.

The registrant must complete the online registration forum in full and ensure that all terms and guidelines of the course are understood.

The online registration form is available at [ottawaheart.ca/FLS](http://ottawaheart.ca/FLS).

### Registration Fees:

In accordance with UOHI Official Language Policy, French languages course fees will be reimbursed to UOHI employees. The employee must attend **70% of the classes** and **successfully complete the course** to be reimbursed. Payments are made via PayPal.

**Courses:** **\$180**  
*Beginner 1, Beginner 2,  
Intermediate 1,  
Intermediate 2*

**Courses:** **\$155**  
*French Practice:  
Beginner, French*

### *Practice: Intermediate*

We highly recommend first-time participants to speak **briefly** with an assessor to ensure that they are enrolled in the course compatible with their current French proficiency. To schedule an assessment, please send an email to: [frenchlanguageservices@ottawaheart.ca](mailto:frenchlanguageservices@ottawaheart.ca).

## **Cancellation**

- All registrants that wish to cancel are asked to do so at least **one week** before the courses are scheduled to start to prevent unnecessary printing of course material. Please help us save the trees!
- Refunds will **NOT** be provided after two weeks from the first class.

## **Eligibility Criteria**

Registrants are to participate in the language training sessions on their own time.

Any employee of the University of Ottawa Heart Institute is an eligible candidate for free language course upon registration with a @ottawaheart.ca email address.

The Ottawa Hospital employees and external registrants are welcome to enroll in a course.

Should the class enrolment reach its maximum capacity, please note that priority will be given to Heart Institute employees.

## Course Calendar

FALL 2017					
Course	Intermediate 1	Intermediate 2	Beginner 1	Beginner 2	
Day	Monday	Tuesday	Wednesday	Thursday	
Dates	Sept. 10 Nov. 19**	Sept. 11– Nov. 13	Sept. 12 – Nov. 14	Sept. 13– Nov. 15	
Time	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	
Location	H5 Classroom	H5 Classroom	H5 Classroom	H5 Classroom	
Homework	1.5 hour per week**	1.5 hour per week**	1.5 hour per week**	1.5 hour per week**	

\* Please note that the instructor will be available a half-hour before the class starts to meet with students who require additional assistance.

\*\* This is an estimate and homework time may vary.

\*\*\* There is no class on October 8 (Thanksgiving Day)

<b>WINTER 2018</b>					
<b>Course</b>	<b>Intermediate 1</b>	<b>Intermediate 2</b>	<b>Beginner 1</b>	<b>Beginner 2</b>	
<b>Day</b>	Monday	Tuesday	Wednesday	Thursday	
<b>Dates</b>	Jan. 7 – Mar. 18***	Jan. 8 – Mar. 12	Jan. 9 – Mar. 13	Jan. 10 – Mar. 14	
<b>Time</b>	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	
<b>Location</b>	H5 Classroom	H5 Classroom	H5 Classroom	H5 Classroom	
<b>Homework</b>	1.5 hour per week**	1.5 hour per week**	1.5 hour per week**	1.5 hour per week**	

*\* Please note that the instructor will be available a half-hour before the class starts to meet with students who require additional assistance.*

*\*\* This is an estimate and homework time may vary.*

*\*\*\* There is no class on February 18 (Family Day).*



<b>SPRING 2018</b>					
<b>Course</b>	<b>Intermediate 1</b>	<b>Intermediate 2</b>	<b>Beginner 1</b>	<b>Beginner 2</b>	
<b>Day</b>	Monday	Tuesday	Wednesday	Thursday	
<b>Dates</b>	Apr. 8– Jun. 24***	Apr. 9– Jun. 11	Apr. 10 – Jun. 12	Apr. 11 – Jun. 13	
<b>Time</b>	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	4:00 - 6:30 p.m.*	
<b>Location</b>	H5 Classroom	H5 Classroom	H5 Classroom	H5 Classroom	
<b>Homework</b>	1.5 hour per week**	1.5 hour per week**	1.5 hour per week**	1.5 hour per week**	

\* Please note that the instructor will be available a half-hour before the class starts to meet with students who require additional assistance.

\*\* This is an estimate and homework time may vary.

\*\*\* There is no class on April 21 (Easter Monday) and May 21 (Victoria Day).

## SUMMER 2018

Course	<b>French Practice: Intermediate</b>	<b>French Practice: Beginner</b>
<b>Day</b>	Monday and Wednesday	Tuesday and Thursday
<b>Dates</b>	July 8 – August 12**	July 9 - August 8
<b>Time</b>	4:30 - 6:30 p.m.	4:30 - 6:30 p.m.
<b>Location</b>	H5 Classroom	H5 Classroom
<b>Homework</b>	n/a	n/a

*\* Please note that the instructor will be available a half-hour before the class starts to meet with students who require additional assistance.*

*\*\* No classes on August 5.*

## Course Descriptions

### Beginner 1

This course provides an introduction to the French language, including the alphabet, pronunciation, basic vocabulary and grammar, common verbs and the present, future and imperative tenses.

The mark is comprised of an oral presentation and class participation (40%) and a written exam (60%).

The duration of the course is 10 weeks. Classes are held once per week for 2.5 hours, for a total of 25 hours of in-class training.

### Beginner 2

This theory and practical course presents everyday vocabulary and fundamental grammar notions. Verb conjugation is also addressed (présent, passé composé and futur proche).

The mark is comprised of an oral presentation and class participation (40%) and a written exam (60%).

The duration of the course is 10 weeks. Classes are held once per week for 2.5 hours, for a total of 25 hours of in-class training.

## Intermediate 1

This theory and practical course includes vocabulary, grammar and the conjugation of regular and irregular verbs (*imparfait, futur simple, COD and COI*).

The mark is comprised of an oral presentation and class participation (40%) and a written exam (60%).

The duration of the course is 10 weeks. Classes are held once per week for 2.5 hours, for a total of 25 hours of in-class training.

## Intermediate 2

This theory and practical course includes vocabulary, grammar and the conjugation of regular and irregular verbs (*conditionnel présent, pronoms "en" et "y" et les pronoms relatifs*).

The mark is comprised of an oral presentation and class participation and class participation (40%) and a written exam (60%).

The duration of the course is 10 weeks. Classes are held once per week for 2.5 hours, for a total of 25 hours of in-class training.

## **French Practice: Beginner**

The concepts of the two first levels will be applied in practical activities related to professional and everyday life, while placing emphasis on pronunciation and ease.

The following language functions will be studied: greeting, describing, telephone etiquette, advising (i.e. how to fill out a form), giving directions (i.e. how to get to find the Radiology Department), comparing, explaining, reporting a conversation, and ordering a meal.

Participants must be able to speak in the present tense.

## **French Practice: Intermediate**

The concepts of the first four levels will be applied in practical activities relating to everyday living, while placing emphasis on pronunciation, intonation and ease.

The following language functions will be studied: describing, recounting, explaining, summarizing, comparing, asking/requesting, reporting a conversation, advising, giving an opinion, convincing and synthesizing.

Participants must be able to speak in the present and past tenses, and be familiar with the imperfect tense.

## Contact Us

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