# Programme Specification

# French and German (2018-19)

This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided.

| | |
|---|---|
| Awarding Institution | University of Southampton |
| Teaching Institution | University of Southampton |
| Mode of Study | Full-time |
| Duration in years | 4 |
| Accreditation details | None |
| Final award | Bachelor of Arts with Honours (BA (Hons)) |
| Name of award | French and German |
| Interim Exit awards | Certificate of Higher Education (CertHE) |
| | Diploma of Higher Education (DipHE) |
| FHEQ level of final award | Level 6 |
| UCAS code | RR12 |
| Programme code | 4126 |
| QAA Subject Benchmark or other external reference | Languages And Related Studies 2007 |
| Programme Lead | Anthony Campbell (agc1) |

## Programme Overview

**Brief outline of the programme**

This programme combines the acquisition and consolidation of a high level of proficiency in French and German with the opportunity to develop your knowledge, skills and competencies in a wide range of content areas and disciplinary strands. In both languages you will complement your language learning with modules on history and contemporary society literature and film, or linguistic studies. You can choose to combine these areas of study for a broad-based curriculum, or focus on the area that interests you most.

The programme will provide you with an overarching learning environment solidly rooted in key disciplinary contexts such as politics, socio-historical studies, ethnography and cultural studies which are all central to the understanding of other societies and culture. You will become familiar with the scholarly discourse and debates about languages and cultures in a comparative context and be able to engage in expression, discussion and research in these subjects.

Your contact hours will vary depending on your module/option choices. Full information about contact hours is provided in individual module profiles.

**Learning and teaching**

Your knowledge and understanding will be developed through lectures and other tutor-led teaching. Lecturers will also give you extensive guidance, especially through reading lists and recommended reference and source material, the latter in the target languages wherever possible. Your learning will develop in the more student-led context of seminars, presentations, guided independent study and the preparation of written assignments. Your knowledge and understanding will be developed through lectures, tutorials, seminar presentations and discussions. Language classes are conducted in the target language to encourage familiarity with the language in the classroom. The four skills of reading, writing, listening and speaking are integrated with the study of key grammatical structures. A wide range of sources is used to encourage you to operate with different linguistic registers and acquire new vocabulary. Classes for content courses are conducted mainly in English, partly because of the level of sophistication required of you at university level in your engagement with academic debates and essay writing and partly to inculcate excellent oral and written communication skills in English in addition to those which you are simultaneously developing in other languages.

All courses use on-line material and some make use of discussion boards, where students and staff exchange knowledge and commentary. You will receive written, in-class and tutorial feedback, depending on the assignment type and this will enable you to identify the strengths and weaknesses of your knowledge and to continue to develop it effectively. You will take progressively more responsibility for your own learning and for the conduct of classes, as you move through the programme. You will spend your third Year Abroad either studying in a partner university, undertaking a relevant work placement or working for the British Council.

During the Year Abroad you will complete a research project in the target language and acquire more unfamiliar and unpredictable knowledge of the target language culture and society. This particular feature of our programmes will test your ability to work independently on a clearly focused task designed to increase and demonstrate your understanding of your place of residence abroad. The period abroad makes a particular important contribution to your growing intellectual independence.

Throughout the programme you will be encouraged to plan and manage your own learning building on the foundation established through your active participation in lectures and seminars. Essays and other short assignments ensure that the critical skills are developed and evaluated throughout the learning process. The strong disciplinary framework allows you to develop a wide range of skills and to specialise through their application during the Year Abroad. The foundation of the intellectual and transferable skills is laid progressively throughout the various stages of the programme with an increasing reliance on your personal research and self-direction.

**Assessment**

Your knowledge and understanding will be assessed in a variety of ways including examinations and coursework. Examinations test your ability to apply your knowledge and understanding, often asking you to present an argument within a very limited period of time. Coursework may include tasks such as critical literature reviews, case studies, essays, written reports, class presentations, portfolios and group projects. These tasks test your ability to apply your knowledge and understanding of a subject, normally with full access to reference sources, and to construct an in-depth argument over a much longer period of time. You will be able to track your progress from the introductory broadly contextualising modules in Part 1 to more specialised and disciplinary focused modules in Part 2, to a research project in Part 3 and to research-based modules and the optional double-module dissertation in Part 4.

Please note: As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, this programme may be revised during a student's period of registration, however, any revision will be balanced against the requirement that the student should receive the educational service expected. Please read our Disclaimer to see why, when and how changes may be made to a student's programme.

Programmes and major changes to programmes are approved through the University's programme validation process which is described in the University's Quality handbook.

## Special Features of the programme

Studying a language is an opportunity to open your mind to different peoples and cultures. The Year Abroad represents a key opportunity in this respect. As a Modern Languages student you will spend the third Part of the programme abroad in either a work placement, a British Council placement or at one of Southampton's partner universities. Whilst a degree combination that includes a language already enhances your employment prospects, our programme builds a broader range of study and communication skills that are vital for succeeding in the world of work. You will learn to absorb, analyse and assess a wide variety of viewpoints, express arguments in oral and written form, and to think and work independently and in cooperation with others. You will learn how to do primary research yourself, applying a range of concepts and methods.

**Please note:** As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, this programme may be revised during a student's period of registration; however, any revision will be balanced against the requirement that the student should receive the educational service expected. Please read our Disclaimer to see why, when and how changes may be made to a student's programme.

Programmes and major changes to programmes are approved through the University's programme validation process which is described in the University's Quality handbook.

## Educational Aims of the Programme

The aims of the programme are:

- To develop specific and advanced knowledge and understanding of key aspects of the culture and society you study and to enable you to 'read' and interpret different cultural traditions.
- To enable you to become a highly proficient linguist in at least one foreign language.
- To enable you to develop analytical, research and personal skills relevant to a range of careers and professions, including those for which languages are a key requirement
- To enable you to include different disciplinary pathways in your Modern Languages degree and to provide you with distinctive, stimulating and coherent patterns of learning.
- To provide you with a programme of study which is responsive to changes in the potential of Modern Languages studies and the needs of students and employers.
- To provide experience and opportunity for developing a range of transferable skills.
- To achieve an appropriate balance between supporting your learning and ensuring that you develop the range of skills needed to become an independent learner.

## Programme Learning Outcomes

### Knowledge and Understanding

On successful completion of this programme you will have knowledge and understanding of:

A1. the structures, registers and varieties of the target languages, and of the methods required to analyse them

A2. at least two cultures and societies, other than your own, and the similarities and dissimilarities between those cultures and societies in comparison with your own;

A3. one or more aspects of the cultures, linguistic contexts, history, politics, geography, social and economic structures of those countries;

A4. significant, and sometime competing, methodologies, theories and issues relating to Linguistic Studies, Literary and Cultural Studies, and Social and Political Studies within the context of the Modern Languages curriculum;

A5. the interaction of language, text, image and socio-cultural context;

A6. social, political and/or gender aspects of the chosen cultures and field(s) of study;

A7. the culture and society of the country where you have spent your Year Abroad.

**Teaching and Learning Methods**

Coherent and progressive combination of field and section (language-specific) modules across all Parts of the programme.
Progression from introductory, broadly contextualising modules in Part 1 to more specialised modules in Part 2, to an Investigative Project in Part 3, and to research-based modules and the optional double-module dissertation in the final Part.
Enhancement of your knowledge and understanding through lectures and other tutor-led teaching. Lecturers also give extensive guidance, especially through reading lists and recommended reference and source material, the latter in the target language wherever possible.
Developing your learning in the more student-led context of seminars, presentations, guided independent study and the preparation of written assignments. All courses use on-line material and some make use of discussion boards, where students and staff exchange knowledge and commentary.
Depending on the assignment type, written, in-class and tutorial feedback is given to enable you to identify the strengths and weaknesses of your knowledge and to continue to develop it effectively.
Taking more responsibility for your own learning and for the conduct of classes as you move through the programme.
Acquiring more unfamiliar and unpredictable knowledge of the target language culture and society during the Year Abroad in Part 3, and completing the Investigative Project (requiring sustained independent study) in this Part.
Studying in a European partner university or undertaking a work placement, which could include teaching, during the Year Abroad.

**Assessment Methods**

Your knowledge and understanding will be assessed in a variety of ways including examinations and coursework. Examinations test your ability to apply your knowledge and understanding, often asking you to present an argument within a very limited period of time. Coursework may include tasks such as critical literature reviews, case studies, essays, written reports, class presentations, portfolios and group projects. These tasks test your ability to apply your knowledge and understanding of a subject, normally with full access to reference sources, and to construct an in-depth argument over a much longer period of time.

A particular feature of our programmes is the Investigative Project in Part 3. This tests your ability to work independently on a clearly focused task designed to increase and demonstrate your understanding of your place of residence abroad. You are assessed on both the written text and on your performance in an oral presentation. Some students also opt to do a double-module Dissertation in Part 4. The dissertation tests your in-depth and critical understanding of a topic which you have able to investigate at length. If in Part 4 you opt to take a range of taught modules, rather than the dissertation, you will be tested on your critical knowledge and understanding at final-Part level in a way which is structured around several smaller but equally demanding in-depth tasks.

## Subject Specific Intellectual and Research Skills

On successful completion of this programme you will be able to:

B1. define, present and exemplify concepts;

B2. identify concepts and data relevant to the task in hand;

B3. Select, synthesise and focus information from a range of sources in both English and your target languages;

B4. analyse and discuss theoretical questions;

B5. apply knowledge, understanding and analysis critically to different topics

B6. formulate and defend personal judgements clearly and persuasively on the basis of evidence;

B7. engage with subject matter and opinion in both breadth and depth;

B8. understand, apply and evaluate different methodologies;

B9. formulate and clarify critical questions;

B10. collect, analyse and present empirical data (where appropriate);

B11. analyse and question assumptions and received opinion and propose alternatives.

### Teaching and Learning Methods

The ability to work in breadth and depth and to develop a range of cognitive skills is ensured by coherently structured pathways through a broad programme.
Lectures will develop the skills of summarising and processing information, mentally and through note-taking.
Cognitive skills are developed in student-led classes – seminars, presentations, discussions, group projects – from the outset of the programme. As you move into the later Parts, you will be required to take more responsibility for your classes and thus to develop and demonstrate the full range of cognitive skills in a public setting.
You will develop cognitive skills through researching and writing essays throughout the programme. As you move into the third and fourth Parts of the programme, you will experience more challenging learning tasks – involving personal research, in-depth study and analysis and the production of long complex texts – in the form of the Year Abroad Investigative Project in Part 3 and the option of a double-module dissertation in the final Part.
Depending on the assignment type, written, in-class and tutorial feedback is given to help you identify any gaps in your cognitive skills and to develop your skills effectively through content, style and presentation.

### Assessment Methods

Examinations and coursework. Examinations, whether written or oral, test your overall thinking skills in conditions where time and support for reflection are limited, as often in real life. Coursework assessment provides formative and summative testing against the intended learning outcomes of the module concerned.
Assessment tasks are directly related to learning outcomes of modules and usually integrate thinking skills with language knowledge outcomes. For example, a class presentation and discussion on a specialist topic tests your ability to think through and organise your material in preparation, and to think on your feet in discussion, as well as testing your topic knowledge, interactive skills, strategic competence, and in some cases your linguistic accuracy and fluency.

## Transferable and Generic Skills

On successful completion of this programme you will be able to:

C1. communicate effectively and confidently in English and in at least two foreign languages, both orally and in writing, including being able to engage an audience in discussion and to sustain a long and complex piece of writing;

C2. demonstrate intercultural competence;

C3. plan and organise your learning through self-management;

C4. exercise independence and initiative, particularly during the Year Abroad;

C5. adhere to guidelines and deadlines;

C6. work effectively alone and in collaboration with others to solve problems and/or carry out a task;

C7. set and monitor goals, reflecting on your own learning, and learning from feedback;

C8. take notes and keeping records;

C9. use libraries, archives, learning resources and ICT to access relevant information;

C10. produce writing in appropriate genres and to required conventions, including referencing and identification;

C11. use ICT to produce documents and other material using a computer, primarily through word processing but where appropriate using other software and communicate with staff and other students and to take part in on-line classes.

### Teaching and Learning Methods

Each language Stage identifies specific linguistic and learning skills to be achieved, and these are cumulative in the sense that, for example, in Stage 5 you will be expected to demonstrate skills required at Stage 4. Given the highly communicative and resource-based nature of language learning, you are guided to develop all of the key skills above in all of the Stages.

The Part 1 induction programme introduces you to learning strategies and methods, and also ensures that you sign up for training sessions in the use of ICT and for an introduction to the University Library. Your experience of all these induction activities is monitored during personal tutorials. Study skills and writing workshops are available throughout the Part on request.
Broadly speaking in the fields, the emphasis in Part 1 is on developing basic bibliographical and referencing skills, producing written work according to academic conventions, making individual and group presentations and developing an independent approach to learning. We also encourage you to develop good computer skills.

In Part 2 the stress is on developing the kind of research skills and independent learning strategies which will prepare you to make the most of the social and cultural experiences of your Year Abroad and for producing the Investigative Project. This includes working with others on group tasks.

You will spend Part 3 abroad, when the emphasis is on enhancing independence and initiative in studying a foreign language and culture, developing empirical research skills and producing a long project. The Modern Languages Year Abroad website offers students who are abroad the opportunity to communicate with both staff at home and other students abroad.

In the final Part we stress advanced research skills, including the evaluation of the roles of primary and secondary sources, and developing the ability to develop a sustained argument in writing and to give academic oral presentations.
Written, in-class and tutorial feedback is given to help you to identify the strengths and weaknesses of your key skills, and you will have the opportunity to monitor and evaluate your own progress in key skills with your personal academic tutor.

**Assessment Methods**

The effectiveness of your communication, learning and research skills is tested through both assessed coursework and examinations, which variously involve writing of different kinds, group and individual projects, and oral presentations and other interactive tasks.
Your use of ICT implicitly contributes to your assessment since it is a necessary condition for presenting much of your work and for communicating with your tutors about your Investigative Project while you are abroad.
The specialist skills of language learning are explicitly assessed through a wide range of tasks and activities.

### Subject Specific Practical Skills

On successful completion of this programme you will be able to:

D1. Plan and manage an extended period of residence abroad

D2. Communicate effectively in the target language during that period of residence

## Programme Structure

The programme structure table is below:

Information about pre and co-requisites is included in individual module profiles.

**Part I**

Part 3 of the programme is spent in a country where the language studied is spoken. The year abroad is seen as a particularly important feature of our programmes. During the year abroad you have the opportunity to get to know a foreign culture at first hand, either as a student or in a work placement. As well as the daily opportunities you will have to practise using the foreign language, you are also ideally placed to get to know the people, and many lifelong friendships are made during this period. We aim to support you, mainly by frequent email contact, during the year abroad, and you will also be required to undertake an independent study, known as an Investigative Project.
Requirements

· Full-time students are normally required to take eight (7.5 ECTS/15 CATS) modules in each of Parts 1, 2 and 4. During the year abroad you will also complete an additional module started in the second Part, 'Managing Research and Learning', and you will complete an Investigative project (which counts as an additional final year module). The year abroad counts for 15 ECTS (30 CATS), made up of one second-Part and one final-Part module. Students completing in 3 years start work on an Investigative Project in the summer term of their second Part and spend a substantial part of their summer vacation working on it. They submit it early in their final Part.
· In first, second and final Parts, one double language module is core for Single Honours Modern Languages students.
· Part-time students take a minimum of 2 and a maximum of 6 modules per Part.

The programme is divided into modules. Credit is awarded for achievement of the learning outcomes of each module studied. Full-time students take eight modules in each year, four in each semester, except in the year abroad. Single modules have a credit value of 7.5 ECTS (15 CATS) while double modules have a value of 15 ECTS (30 CATS). Each level has a total credit value of 60 ECTS (120 CATS), apart from the year abroad, which counts as 15 ECTS (30 CATS).

First Part modules contribute to the qualifying examination, which must be passed at honours level before a student may proceed to Part 2. A pass in this examination provides the possibility of exit with a Certificate of Higher Education.

Second Part modules contribute to the Part 2 examination, a pass in this examination providing the possibility of exit with a Diploma of Higher Education. Second Part modules are single-weighted in the calculation of the final degree result.

The year abroad (part 3) counts as one second Part module plus one final Part module in the calculation of the final degree result, i.e.15 ECTS (30 CATS).

Final Part modules contribute to the result of the final examination, as do those awarded in Parts 2 and 3, but they are double-weighted in the calculation of the final degree result.

Opportunity to Study a Minor Subject
The structure of your degree programme allows you to exercise choice in each Part of study. You can exercise this choice in a number of ways.
- You can use these modules to deepen your knowledge of your main subjects.
- You can combine additional modules from your main subjects with modules from other disciplines or choose from a selection of interdisciplinary modules.
- You can choose modules that build into a minor pathway, the title of which will be mentioned in your degree transcript. Details of the minors available and the modules that are included can be found at www.southampton.ac.uk/cip.

Availability of Modules
The information contained in programme specification is correct at the time it was published. Typically, around a quarter of optional modules do not run due to low interest or unanticipated changes in staff availability. If we do have insufficient numbers of students interested in an optional module, this may not be offered. If an optional module will not be run, we will advise you as soon as possible and help you choose an alternative module.
The following is an indicative list of available optional modules, which are subject to change each academic year. Please note in some instances modules have limited spaces available.

Exit award: Certificate of Higher Education

**Part I Compulsory**

FREN9XXX - French Language - 15 ECTS (30 CATS)
GERM9XXX - German Language - 15 ECTS (30 CATS)

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| LANG1017 | Academic Skills for ML students | 0 | Compulsory |

**Part I Optional**

Exit Point: Certificate of Higher Education

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| FREN1017 | Liberté, Egalité, Fraternité | 7.5 | Optional |
| FREN1001 | Modern French Culture | 7.5 | Optional |
| LING1003 | Applications of Linguistics | 7.5 | Optional |
| LING1001 | Elements of Linguistics - Sound, Structure and Meaning | 7.5 | Optional |

| | | | |
|---|---|---|---|
| GERM1003 | German History, Politics and Society | 7.5 | Optional |
| GERM1002 | Introduction to German Linguistic Studies | 7.5 | Optional |
| GERM1001 | Modern German Culture | 7.5 | Optional |
| LANG1004 | Reading Culture | 7.5 | Optional |
| LANG1013 | Reading the City | 7.5 | Optional |
| FREN1016 | The Making of Modern French | 7.5 | Optional |

**Part II**

LANG2010 is an additional compulsory module designed to help prepare students for the Residence Abroad. In each semester students should choose two optional modules from the list below (four modules in total). In order to meet the requirements of the programme they must choose at least one FREN module and one GERM module in the Part.

Exit Point: Diploma of Higher Education

**Part II Compulsory**

FREN9XXX - French Language - 15 ECTS (30 CATS)
GERM9XXX - German Language - 15 ECTS (30 CATS)

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| LANG2010 | Managing Research and Learning | 0 | Compulsory |

**Part II Optional**

Exit Point: Diploma of Higher Education

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| FREN2007 | Immigration, Race and Ethnicity in France | 7.5 | Optional |
| LING2010 | Language, Ideologies and Attitudes | 7.5 | Optional |
| GERM2003 | Media Perspectives on Post-68 Germany | 7.5 | Optional |
| LING2002 | Psycholinguistics | 7.5 | Optional |
| LING2011 | Variation and Change in English | 7.5 | Optional |

| | | | |
|---|---|---|---|
| FREN2021 | Conflicts, Crisis and Identities in the Francophone Context | 7.5 | Optional |
| LING2004 | Discourse Analysis | 7.5 | Optional |
| FREN2018 | Exploring French Linguistics | 7.5 | Optional |
| LANG2002 | Globalisation: Culture, Language and The Nation State | 7.5 | Optional |
| HUMA2007 | Humanities University Ambassadors Scheme (Modern Languages) | 7.5 | Optional |
| GERM2004 | Language and Society in German-Speaking World | 7.5 | Optional |
| LANG2005 | Learning about Culture: Introduction to Ethnography | 7.5 | Optional |
| GERM2003 | Media Perspectives on Post-68 Germany | 7.5 | Optional |
| LING2009 | Multilingualism | 7.5 | Optional |
| FREN2008 | Post-War French Thought | 7.5 | Optional |
| LING2002 | Psycholinguistics | 7.5 | Optional |
| LING2008 | Sound and Voice | 7.5 | Optional |
| LING2003 | Syntax: Studying Language Structure | 7.5 | Optional |
| LING2007 | Teaching English as a Foreign Language | 7.5 | Optional |
| GERM2006 | Vienna and Berlin: Society, Politics and Culture from 1890 to the Present | 7.5 | Optional |

**Part III**

Part Three (Year Abroad)

Students will spend the Year Abroad in a country where the chosen language is spoken, either as:

- an English language assistant
- studying on a University course
- on an approved work placement

During the Year Abroad students are required to complete an Investigative Project (LANG3005). This is an independent study project (6,000 words) supervised by a member of staff and written in the target language.

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| LANG3005 | Year Abroad Research Project YARP | 15 | Core |

**Part IV**

In each semester students should choose two optional modules from the list below (four modules in total). In order to meet the requirements of the programme students must choose at least one FREN module and one GERM module in the Part.

The following is an indicative list of available optional modules, which are subject to change each academic year. Please note in some instances modules have limited spaces available.

Exit Point: Graduation/Conferment of Award

**Part IV Compulsory**

FREN9XXX - French Language - 15 ECTS (30 CATS)
GERM9XXX - German Language - 15 ECTS (30 CATS)

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| LANG3011 | Seeing and being seen: Study Abroad re-entry | 0 | Compulsory |

**Part IV Optional**

| Code | Module Title | ECTS | Type |
|---|---|---|---|
| LING3013 | English as a Global Language | 7.5 | Optional |
| LING3014 | Language Testing and Assessment in Society | 7.5 | Optional |
| GERM3017 | Renaissance of German-Jewish Literature after the Holocaust | 7.5 | Optional |
| LING3015 | Sociophonetic Project Module | 7.5 | Optional |
| FREN3034 | Travel Writing, Cultural Encounter, Identity in Post-War France | 7.5 | Optional |
| LING3003 | Advanced Syntax | 7.5 | Optional |
| FREN3025 | An ambivalent asylum: the histories and memories of refugees in early twentieth-century France | 7.5 | Optional |

| | | | |
|---|---|---|---|
| LANG3008 | Audiovisual Translation | 7.5 | Optional |
| FREN3030 | French Sociolinguistics: Challenges to Francophonie | 7.5 | Optional |
| GERM3016 | Language and the City | 7.5 | Optional |
| LING3005 | Language Teaching Theory and Practice | 7.5 | Optional |
| GERM3006 | Minorities and Migrants: Exploring Multicultural Germany | 7.5 | Optional |
| LANG3003 | Modern Languages Dissertation | 15 | Optional |
| LANG3006 | Public Service Interpreting | 7.5 | Optional |
| LING3001 | Second Language Acquisition | 7.5 | Optional |
| FREN3028 | Sex, Gender and Desire in French Literature and Culture | 7.5 | Optional |
| LANG3007 | Translation: Theory and Practice | 7.5 | Optional |
| LING3006 | Writing in a Second Language | 7.5 | Optional |

### Progression Requirements

The programme will follow the University's regulations for ***Progression, Determination and Classification of Results: Undergraduate and Integrated Masters Programmes*** or the University's regulations for ***Progression, Determination and Classification of Results: Standalone Masters Programmes*** as set out in the General Academic Regulations in the University Calendar: http://www.calendar.soton.ac.uk/sectionIV/sectIV-index.html

## Support for student learning

There are facilities and services to support your learning some of which are accessible to students across the University and some of which will be geared more particularly to students in your particular Faculty or discipline area.

The University provides:

- library resources, including e-books, on-line journals and databases, which are comprehensive and up-to-date; together with assistance from Library staff to enable you to make the best use of these resources
- high speed access to online electronic learning resources on the Internet from dedicated PC Workstations onsite and from your own devices; laptops, smartphones and tablet PCs via the Eduroam wireless network. There is a wide range of application software available from the Student Public Workstations.
- computer accounts which will connect you to a number of learning technologies for example, the Blackboard virtual learning environment (which facilitates online learning and access to specific learning resources)
- standard ICT tools such as Email, secure filestore and calendars.

- access to key information through the MySouthampton Student Mobile Portal which delivers timetables, Module information, Locations, Tutor details, Library account, bus timetables etc. while you are on the move.
- IT support through a comprehensive website, telephone and online ticketed support and a dedicated helpdesk in the Hartley Library.
- Enabling Services offering support services and resources via a triage model to access crisis management, mental health support and counselling. Support includes daily Drop In at Highfield campus at 13.00 – 15.00 (Monday, Wednesday and Friday out of term-time) or via on-line chat on weekdays from 14.00 – 16.00. Arrangements can also be made for meetings via Skype.
- assessment and support (including specialist IT support) facilities if you have a disability, long term health problem or Specific Learning Difficulty (e.g. dyslexia).
- the Student Services Centre (SSC) to assist you with a range of general enquiries including financial matters, accommodation, exams, graduation, student visas, ID cards
- Career and Employability services, advising on job search, applications, interviews, paid work, volunteering and internship opportunities and getting the most out of your extra-curricular activities alongside your degree programme when writing your CV
- Other support that includes health services (GPs), chaplaincy (for all faiths) and 'out of hours' support for students in Halls and in the local community, (18.00-08.00)
- A Centre for Language Study, providing assistance in the development of English language and study skills for non-native speakers.

The Students' Union provides

- an academic student representation system, consisting of Course Representatives, Academic Presidents, Faculty Officers and the Vice-President Education; SUSU provides training and support for all these representatives, whose role is to represent students' views to the University.
- opportunities for extracurricular activities and volunteering
- an Advice Centre offering free and confidential advice including support if you need to make an academic appeal
- Support for student peer-to-peer groups, such as Nightline.

## Methods for evaluating the quality of teaching and learning

You will have the opportunity to have your say on the quality of the programme in the following ways:

- Student evaluation questionnaires for each module of the programme
- Acting as a student representative on the Faculty staff-student liaison committee OR providing feedback to student reps to be reported to the discipline and Faculty staff-student liaison committees
- Direct communication with your tutor. We welcome the comments of our students on our courses

The ways in which the quality of your programme is checked, both inside and outside the University, are:

- External examiners, who produce an annual report
- Professional body accreditation/inspection visits
- Annual module review
- A national Research Assessment Exercise. In the most recent exercise, in 2008, in recognition of the high proportion of our staff carrying out "world-leading" research, Modern Languages was ranked in the top two UK Universities for European Studies. Our research activity is a key factor in ensuring the quality of your learning experience.
- The Department's Annual Teaching and Learning Review (in which all modules are reviewed in the light of your course evaluations)
- Faculty of Arts and Humanities Learning and Teaching Workshops
- A Faculty of Arts and Humanities Committee to validate new degrees and modules or changes in existing ones
- Modern Languages and Faculty of Arts and Humanities Programmes Committees.
- Periodic programme reviews. This is a detailed review of programmes in a subject, carried out by the
- University with the involvement of external assessors.
- The University's own Quality Assurance Unit.
- The Learning and Teaching Enhancement Review and Action Plan (LTERAP) that the Faculty is required to produce annually.

- Higher Education Review by the Quality Assurance Agency

Further details on the University's quality assurance processes are given in the *Quality Handbook.*

## External Examiner(s) for the programme

Name: Dr Damien Gaucher - University of Exeter

Name: Dr Joanne Sayner - University of Newcastle

Name: Professor Janice Windebank - University of Sheffield

Name: Dr Doris Dippold - University of Surrey

Students must not contact External Examiner(s) directly, and external examiners have been advised to refer any such communications back to the University. Students should raise any general queries about the assessment and examination process for the programme with their Course Representative, for consideration through Staff: Student Liaison Committee in the first instance, and Student representatives on Staff: Student Liaison Committees will have the opportunity to consider external examiners' reports as part of the University's quality assurance process.

External examiners do not have a direct role in determining results for individual students, and students wishing to discuss their own performance in assessment should contact their Personal Academic Tutor in the first instance.

**Please note:** This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information can be found in the programme handbook.

# Appendix 1:

Students are responsible for meeting the cost of essential textbooks, and of producing such essays, assignments, laboratory reports and dissertations as are required to fulfil the academic requirements for each programme of study. In addition to this, students registered for this programme also have to pay for:

**Additional Costs**

| Type | Details |
|---|---|
| Hardware | It is advisable that students provide their own laptop or personal computer, although shared facilities are available across the University campus. |
| Computer discs or USB drives | Students are expected to provide their own portable data storage device. |
| ML Residence Abroad - Cost implications | As you know, the ML third Part includes a period of study or work abroad as a compulsory element of a four Part degree, and as a result, all students pay reduced home tuition fees to Southampton their third Part (currently 15% for home and EU students, 40% for International Students) irrespective of what placement they take up. However, as happens whilst you are in Southampton, students are expected to pay their own travel expenses, accommodation and other living expenses. So that you can assess the viability of the different options available to you, the following outlines their general cost implications, but please do bear in mind that these may vary enormously from student to student depending on what placement is selected and where it is located. Should you need further information, please contact the relevant RA language coordinator: |
| Students studying or working in Europe | Students are eligible for a small grant through the British Council, which is means tested against their salary (if relevant) and which varies every Part (as a guide, students this Part receive around 350-400 Euros per month). The only exceptions to this are students who currently live full-time with their parents and for whom household income is above the threshold.<br>British Council students also receive a monthly salary (this varies country to country) and are expected to pay for their International Child Protection Certificate (ICPC) checks, which are mandatory and currently cost £45.<br>University students tend to receive a slightly higher grant than those who working for the British Council since they are not in receipt of a salary. They pay no tuition fees to their host university.<br>Work placement students may or may not be paid, and their grant is calculated accordingly. |
| Students studying or working outside Europe | These students are not eligible for the British Council grant but may be able to apply for funding to support their travel etc. through the International Office. All students are expected to pay for their own student visas; costs vary from country to country.<br>Students studying in Latin America or China will generally have to pay host university fees, although typically these are no more than £100 for the academic Part.<br>Students working in Latin America are not generally paid a stipend. Some receive free accommodation, travel or meals as a work benefit, others (generally in voluntary work) often also have to pay to join the scheme and be eligible to work do not receive this.<br>Students taking place in the Mexico link receive a bursary. |
| Stationery | You will be expected to provide your own day-to-day stationery items, e.g. pens, pencils, notebooks, etc.). Any specialist stationery items will be specified under the Additional Costs tab of the relevant module profile. |
| Textbooks | Where a module specifies core texts these should generally be available on the reserve list in the library. However due to demand, students may prefer to buy their own copies. These can be purchased from any source. |

| | |
|---|---|
| | Some modules suggest reading texts as optional background reading. The library may hold copies of such texts, or alternatively you may wish to purchase your own copies. Although not essential reading, you may benefit from the additional reading materials for the module. |
| Placements (including Study Abroad Programmes) | Students on placement programmes can expect to cover costs for health and travel insurance, accommodation and living expenses; travel costs; visa costs. This will vary depending on which country you are travelling to. Specific details on what additional costs there will be are detailed in the individual module profiles which can be found under the modules tab of the programmes details of your programme. |
| Printing and Photocopying Costs | Where possible, coursework such as essays; projects; dissertations is likely to be submitted on line. However, there are some items where it is not possible to submit on line and students will be asked to provide a printed copy. The University printing costs are currently:<br>A4 - 5p per side (black and white) or 25p per side (colour)<br>A3 - 10p per side (black and white) or 50p per side (colour)<br>Please Note: Paper sizes not recognised by the printing devices will prompt you to select the size and then charge a minimum of 50p per black and white copy and a maximum of £1 per colour copy.<br>You can pay for your printing by using the money loaders or by using print copy payment service by going to:http://www.southampton.ac.uk/isolutions/students/printing-for-students.page<br>Please remember that we are unable to refund any credit that has not been used by the end of your course, so please consider this when topping up your printing/copy account<br><br>The University Print Centre also offer a printing and copying service as well as a dissertation/binding service. Current printing and copying costs can be found here. They also provide a large format printing service, e.g. Academic posters. Details of current costs can be found here. |

In some cases you'll be able to choose modules (which may have different costs associated with that module) which will change the overall cost of a programme to you. Details of such costs will be listed in the Module Profile. Please also ensure you read the section on additional costs in the University's Fees, Charges and Expenses Regulations in the University Calendar available at www.calendar.soton.ac.uk.