­­Syllabus: ITAL 0101 Pitt in Rome

Elementary Italian Language & Culture

# Instructor Information

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| --- | --- | --- |
| Instructor | Email | Drop-in Hours |
| **Chiara Montera**  | **chiara.montera@pitt.edu** | **By appointment, email me!** |

# General Information

## Description

Our goal in the French and Italian language programs is to guide you in the **development of speaking and literacy skills in Italian through the communicative acts of reading, writing, listening, and creating discourse around texts of all types**. We want you to develop to the greatest possible extent a competency in comprehending and producing both spoken and written Italian, as well as sociocultural competency in communicating with people who speak it.

Our course is titled **Here and Now** for a specific reason. Linguistically speaking, "here-and-now" language helps us describe the world around us, our current experiences, and our everyday activities and habits. This is what you should be able to do by the end of this semester. In addition, we will give you some basic information on Italian geography, culture, and society.

This class employs a **flipped classroom approach**. This means that students are expected to read about, study, and practice course material before coming to class. This allows us to use our time in the classroom as effectively as possible, where you can spend as much time as possible working with and using the language with your instructor and your peers. Canvas will be used to deliver all instructional materials and will serve as the online textbook for this course.

NB: This course fulfills the **Foreign Language General Education Requirement** (GER) in the Dietrich School of Arts of Sciences.

## Expectations and Goals

The primary focus of our program is communication, and we strive for **maximum use of Italian in the classroom**. Because you might have limited opportunities to speak or hear Italian outside of class, classroom time is devoted to help develop your competency in these areas. This means that **your instructor will speak mostly Italian to you during class, and you will be expected to do the same with your instructor and classmates**. Should you need additional explanations or wish to discuss matters not directly related to course content, your instructor will be happy to speak to you in English before or after class and during office hours.

The goals of this course are:

* Speak Italian well enough to **describe, narrate, and ask/answer questions** in the present tense about a variety of topics related to your university life, your home, your daily activities, and pastimes.
* Learn enough language and cultural competency to **interact with locals** (order food at a restaurant, get a caffè al bar, buy clothes, grocery shopping, hold basic conversations with locals, etc)
* **Comprehend Italian with sufficient ability** to grasp the main idea and some supporting details in short conversations (spontaneous or recorded) that pertain to the topics mentioned above.
* **Read and understand the main idea and some details** of materials (both literary and non-literary) about a variety of topics.
* **Write sentences and short paragraphs** on familiar topics relating to personal interests and practical needs.
* Begin to develop an **awareness of Italian culture**.
* Begin to **understand how on a basic level Italian functions** as a language

Much of the responsibility of learning a language falls on you, the student. A large part of your grade is based on **participation**. Because it is not realistic to expect to communicate in a new language if you are not physically present to practice it, it is essential that you attend class regularly, even if you do not feel prepared for that day’s activities. In general, I expect students to:

* Come to **every class** or communicate regarding absences in a timely manner (before class)
* Turn in homework and other assignments on time
* Come to class prepared, having read all required texts and completed all assignments
* Communicate any difficulties that you are having in class with me

Students should expect me to:

* Provide a dynamic, engaging, and supportive classroom environment
* Grade all homework and assignments in a timely manner
* Respond to emails within a reasonable time frame
* Communicate expectations and provide rubrics for major assessments before their due date

Finally, a note about digital media. Because there is no required textbook for this class, it is up to you, the student, to check Canvas regularly to find your homework for the week. If you have any questions about any assignment, please contact me as soon as possible at chiara.montera@pitt.edu.

# Course Materials

## Required Materials

**There is no required textbook for this class.** All materials for this course can be found **on Canvas in our online course manual**. This manual is divided by weeks in our academic term. I expect that you will read/watch all materials for any given week **before coming to class**.

**Canvas** is used daily in this class and will be used to keep track of your grades and to communicate with students via Pitt email. You will also find the syllabus on Canvas. I will provide an introduction to our Canvas during the first week of class.

## Optional Materials

If you would really like to have a more traditional book to study on your own time, we recommend the book *Using Italian* (Kinder & Savini, 2004). Note that this book is ***not*** necessary for this course. There are also many excellent online dictionaries that you should explore. A full list with links will be posted on Canvas and is listed in the course manual.

# Course Schedule

Here, "Online" means that there are graded Canvas reading quizzes and exercises linked **on Canvas**. Speaking assessments are weekly may be done either in or outside of class. Quizzes are in-class or online assessments that test what you've learned so far. "*Progetti*" (projects) are longer homework assignments (concrete due dates will be given in class). The midterm and final will consist of a brief speaking assessment. See Canvas for complete information on all assignments including detailed directions, grading rubrics, and due dates.

*All due dates and assignments are subject to change at the discretion of your instructor.*

| Week | Topic |  | Assessments  |
| --- | --- | --- | --- |
| 1 | Crash Course on the Italian Language  |  | Canvas assignments, Speaking Assessment (SA) 1  |
| 2 | The Classroom and the University |  | Canvas assignments, SA 2, **Quiz 1**  |
| 3 | University Life  |  | Canvas assignments, SA 3, Reading 1 (on Canvas)  |
| 4 | Casa dolce casa (Home Sweet Home) |  | Canvas assignments, SA 4, **Quiz 2,** **Progetto 1**  |
| 5 | University (Social) Life  |  | Canvas assignments, SA 5, Reading 2 (on Canvas)  |
| 6 | Life in the City  |  | Canvas assignments, SA 6, **Quiz 3** |
| 7 | Ripasso (Review) I |  | **Progetto 2**  |
| 8 | Geografia italiana I  |  | Canvas assignments, SA 7, Reading 3 (on Canvas)  |
| 9 | Geografia italiana II  |  | Canvas assignments, SA 8, **Quiz** **4** |
| 10 | Cucina italiana I  |  | Canvas assignments, SA 9, **Progetto 3**  |
| 11 | Cucina italiana II  |  | Canvas assignments, SA 10, **Quiz** **5**  |
| 12 | Nord e Sud I  |  | Canvas assignments, SA 11, **Progetto 4**, Reading 5  |
| 13 | Nord e Sud II  |  | Canvas assignments, SA 12 |
| 14 | Ripasso II / Progetti finali  |  | **Progetto finale**  |

# Assessments and Grading

**Specs Grading Explanation and Rationale**:

This course uses "**specs grading**", where students are graded according to the bundle of assignments that they wish to complete. We have chosen to use specs grading for several reasons:

* It gives students **more agency** in how they are graded. The grade that you receive is up to you, the student, in consultation with and support/feedback from your instructor.
* It allows for **more transparency and clarity** for students. There are no multi-criteria rubrics with fuzzy categories such as "excellent" or "very good". All assignments in this class are graded on a **"satisfactory/retake" model**. Descriptions of “satisfactory” performance are described on Canvas. A score of "retake" allows students to resubmit their work and improve their demonstrable knowledge.
* It allows students to **focus more on active learning and less on grades, points, and rubrics**. Many students worry about figuring out what their instructors "want" in terms of performance and grading. In a foreign language class, this can be even more difficult. As a beginning Italian language student, you will make mistakes and 100% accurate performance is nearly impossible (if it were the case, you’d likely be a native speaker of Italian!)  Exam and performance anxiety from unrealistic expectations can be detrimental to language learning, motivation, etc.
* It is **more inclusive and allows all students to succeed**. Because students have different strengths and weaknesses, traditional grading systems privilege students who can memorize well, cram for exams, and who do not suffer from exam anxiety. Specs grading focuses more on learning over time, reducing the urgency to memorize material, and reducing anxiety about grades. **This system also gives students ample opportunities to turn in work late without penalty.** We all have a lot going on in our lives right now, and I understand that you may not be able to turn in all work on time. Please contact me at chiara.montera@pitt.edu should you have any concerns about your progress in the course.

**Grade Bundles and Assignments:**

The most significant difference with specs (or bundled) grading is that your grade is determined by the number of assignments that you complete at the "satisfactory" level. There are no "plus" or "minus" (i.e., B- or C+) letter grades in this course. If you do not fulfill all of the requirements in the "A" bundle, for example, your grade will then be determined by the number of required items that you did complete. For example, if you have completed at "satisfactory" all of the items in the "A" bundle except for one *progetto* assignment, your grade will result in a "B". You should decide how much time, effort, and energy that you want to put into this class and then choose a bundle that represents your goals.

Here are the bundles for the Spring 2022 semester:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **“A” Grade Bundle** | **“B” Grade Bundle** | **“C” Grade Bundle** | **“D” Grade Bundle** |
| **Attendance & Participation**  | ~95% attendance rate & ~90% participation score **(2 unexcused absences allowed)**  | ~85% attendance rate & 80% participation score **(6 unexcused absences allowed)**   | ~75% attendance rate & 70% participation score **(10 unexcused absences allowed)**  | ~65% attendance rate & 60% participation score **(14 unexcused absences allowed)**  |
| **Pratica & Controllo assignments** | 90% or above completion rate at 90% accuracy  | 80%- 89% completion rate at 80% accuracy  | 70%-79% completion rate at 70% accuracy   | 60%-69% completion rate at 60% accuracy   |
| **Parliamo! Speaking Assessments (12 total)** | Satisfactory completion of 11-12 weekly speaking assessments on Canvas  | Satisfactory completion of 9-10 weekly speaking assessments on Canvas  | Satisfactory completion of at least 8 weekly speaking assessments on Canvas  | Satisfactory completion of fewer than 8 weekly speaking assessments on Canvas  |
| **Quizzes (5 total)** | Average score of 90% or higher  | Average score of 80-89% or higher   | Average score of 70-79%  | Average score lower than 70%  |
| **Progetti (4 total)** | Satisfactory completion of all 4 progetti  | Satisfactory completion of 3 progetti  | Satisfactory completion of 3 progetti  | Satisfactory completion of 1 progetto  |
| **Progetto Finale (1)** | Satisfactory completion of the Collaborative Final Project  | Satisfactory completion of the Collaborative Final Project  |  |  |

**Please note:**

* To take ITAL 0102, students must pass ITAL 0101 with a C- or better.
* To pass this course with a “C”, you must complete **all** items in the corresponding “C” bundle above. Failure to do so will result in a D or F in the course. For example, if you complete all online assignments, speaking assessments, quizzes, and progetti in the “C” bundle but have more than 10 absences, your grade will automatically fall into the “D” category.
* Anyone with more than 14 unexcused absences will automatically fail the course.
* ***Excused* absences will not be counted against students.** An excused absence may happen for a variety of reasons: illness, family emergency, unexpected issues at work/home, etc. To provide “documentation” for an excused absence, please simply email me at chiara.montera@pitt.edu the day of the missed class to let me know that you will not be in class. A formal doctor’s excuse or similar “official” documentation is *not* necessary. **Your instructor may ask you to complete and submit the work done in class to make up the absence.**
* **Participation** will be assessed periodically and your grade will be posted on Canvas.
* **“Pratica” and “Controllo” homework assignments and periodic Quizzes are graded on a traditional points system**, which will then be averaged at the end of the semester according to the above bundling system.
* **All other assignments are graded on a “satisfactory/retake” model. In the Grades area of Canvas, this will appear as a green checkmark for “satisfactory” and a black “X” for “retake”.** Satisfactory completion is described for each assignment on Canvas in the item description. Students who receive a grade of “retake” have one week to resubmit the assignment and will receive feedback on how to satisfactorily complete the assignment. You should talk with your instructor if you have questions about redoing your assessment. Students who missed the deadline for the assignment will initially receive a score of “retake” and will have one week to complete the assignment. **Therefore, all students have an extension of one week for all assignments throughout the semester.** After one week, outstanding assignments will not be accepted, unless there are extenuating circumstances (i.e., extended illness). **The “satisfactory/retake” policy does not count for Pratica and Controllo assignments; these must be completed on time before class.**
* **Records for all items will be updated regularly on Canvas.** Please click on the Grades link to see your progress.
* A complete list of assignment types:

	+ **Attendance** will be taken daily. **Participation** will be assessed on Canvas periodically.
	+ “**Pratica**” and “**Controllo**” assignments are completed on Canvas. These are daily shorter exercises for practice that are usually to be completed before class.
	+ **“Parliamo” Speaking Assessments** allow students to practice their Italian and get regular feedback on their spoken Italian.
	+ **Quizzes** will be provided on a regular basis to check students' progress.
	+ **Progetti** are portfolio-based assignments in which students practice the language skills that they have learned in a real-world and interactive way.
	+ A **final “progetto”** is a collaborative project that will be completed during the last week of class.

# How to Succeed in this Class

## 1. Come to class every day.

There is no substitute for coming to class. We have three 50-mins hours, three days a week, to work on your Italian skills face-to-face. Make the most of this time by coming to class prepared, participating as much as possible, and being a helpful classmate to your fellow students. Decades of research has shown that this is the most effective way to learn a second language in the classroom.

## 2. Keep up with your online work.

This course is designed to make maximum use of the Italian language in the classroom. You will be doing most of the work in the classroom, and your instructor will be there to help and guide you. While your instructor will field questions that you have about the Italian language, there are no traditional lectures in the classroom in this course. To do well in this course, you must come to class prepared. We will use Canvas to post readings, examples, handouts, and activities that are designed to replace the traditional lecture experience. In addition, you can ask questions on Canvas about vocabulary and grammar, and we encourage you to do this before class. Using the tools on the site will help you do better in class and on exams.

## 3. Ask questions.

Learning a new language is difficult and sometimes confusing. Along the way, you will find yourself asking questions like, "Why did they use this word and not that word?" or "How do I pronounce this?" or "Why is that verb ending like that?" These are all great questions, and we encourage you to ask as many questions as it takes for you to understand what is going on (in and out of the classroom) and how you are doing. There are no stupid questions when learning a language. Sometimes a question like "What does that mean?" makes all the difference in a conversation.

## 4. Practice, practice, practice.

You will practice Italian in class, but we encourage you to practice outside of class as well. Listen to music (a playlist is posted on our Italian 0101 Canvas), watch Italian TV or movies, change your Facebook/Instagram/Nintendo settings to Italian, set your browser's homepage to an Italian newspaper, go on Pinterest and search "Italian vocabulary". You will find a wealth of information out there. The more exposure to the language, the better!

## 5. Get messy.

There is a great deal of research that shows that making mistakes is an essential part of the language learning process. Don't be afraid to make mistakes (we all do). Use your mistakes (and the mistakes of others) as "learning moments". To do this, note what went wrong and how the mistake was fixed. The more you practice, the more mistakes you make, the more you notice correct usage, the better your Italian gets. Despite what you might think, your instructor is not constantly evaluating you in class. We will not throw chalk at you if you make a mistake. We know that mistakes are part of the language learning process, and in our assessments of your work, we will take this into consideration.

## 6. Trust the process.

Sometimes you may find yourself frustrated. The material is going too quickly, you are learning the material too slowly, you don't understand why you need to do this certain homework assignment, you hate group work. You will enjoy many parts of this class (after all, we teach Italian because we love the language, deeply appreciate Italian culture, and want to share our enthusiasm with you), but other parts may not be so enjoyable (no one loves exams!) We ask you to trust the process of learning a second language. We hate pointless busy work, so please know that every assignment, quiz, and project are designed to help you practice or hone a particular skill. Often these objectives are stated in the directions or on the grading rubric, but if you want to know more about any particular assignment, please just ask!

# Additional Policies and Resources

## Your Well-being Matters

College/Graduate school can be an exciting and challenging time for students. Taking time to care for yourself and seeking appropriate support can help you achieve your academic and professional goals. You are encouraged to maintain a healthy lifestyle by eating a balanced diet, exercising regularly, avoiding drugs and alcohol, getting enough sleep, and taking time to relax.

It can be helpful to remember that we all benefit from assistance and guidance at times, and there are many resources available to support your well-being while you are at Pitt. If you or anyone you know experiences overwhelming academic stress, persistent difficult feelings and/or challenging life events, you are strongly encouraged to seek support. In addition to reaching out to friends and loved ones, consider connecting with a faculty member you trust for assistance connecting to helpful resources. The University Counseling Center is also here for you. You can call 412-648-7930 at any time to connect with a clinician. You can also [visit the Counseling Center website.](http://www.counseling.pitt.edu/)

If you or someone you know is feeling suicidal, please call the University Counseling Center at any time at 412-648-7930.

You can also contact Resolve Crisis Network at 888-796-8226. If the situation is life threatening, call Pitt Police at 412-624-2121 or dial 911.

If the situation is life threatening, call the Police:

On-campus: Pitt Police: 412-268-2121

Off-campus: 911

## Our classroom and department climate regarding diversity, inclusion, and accessibility

**University of Pittsburgh's Nondiscrimination Policy:**

The University of Pittsburgh, as an educational institution and as an employer, does not discriminate on the basis of disability, race, color, religion, national origin, ancestry, genetic information, marital status, familial status, sex, age, sexual orientation, veteran status or gender identity and expression in its programs and activities.

The University does not tolerate discrimination, harassment, or retaliation on these bases and takes steps to ensure that students, employees, and third parties are not subject to a hostile environment in University programs or activities.

The University responds promptly and equitably to allegations of discrimination, harassment, and retaliation. It promptly conducts investigations and takes appropriate action, including disciplinary action, against individuals found to have violated its policies, as well as provides appropriate remedies to complainants and the campus community. The University is committed to taking prompt action to end a hostile environment if one has been created, prevent its recurrence, and remedy the effects of any hostile environment on affected members of the campus community.

For complete details on the University’s Nondiscrimination, Equal Opportunity, and Affirmative Action Policy (07-01-03) and Sexual Misconduct Policy (06-05-01), please visit <http://diversity.pitt.edu/affirmative-action/policies-procedures-and-practices>

**The Department of French and Italian's Statement on Diversity:**

Inspired by the University's nondiscrimination policy, we, the members of the Department of French and Italian, embrace a notion of intellectual community enriched and enhanced by diversity in all forms. We appreciate that identities are complex, intersectional, and dynamic, in the classroom, in course materials, and in French- and Italian-speaking communities beyond campus.  Diversity provides the benefit of allowing multiple perspectives inside and outside of the classroom. We expect that all members of our learning community commit to 1) creating an intellectual space where students are free to express their opinions in ways that are respectful of others and their perspectives, 2) engaging in the process of questioning and revising their own identities and perspectives, and 3) understanding the ways in which our identities position us within the classroom.

**University of Pittsburgh's Students with Disabilities Statement:**

If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and Disability Resources Services (DRS; [www.drs.pitt.edu](http://www.drs.pitt.edu/)), 140 William Pitt Union, (412) 648-7890, drsrecep@pitt.edu, (412) 228-5347 for P3 ASL users, as soon as possible in the term. DRS will verify your disability and determine reasonable accommodations for this course.

**The Department of French and Italian's Statement on Accessibility:**

The Department of French and Italian aims to foster an environment that supports, facilitates, and encourages the learning process. Students at Pitt can access formal, university-level assistance and request accommodations with DRS. Alongside the DRS office, the Department of French and Italian strives to make all components of our courses accessible to all students. Please do not hesitate to contact your instructor to discuss your learning needs. We will make every possible effort to accommodate students in a timely and confidential manner. In addition to ongoing needs, we recognize that life circumstances (personal, health, family, financial or other concerns) may interfere with your studies. In this case, please contact your instructor to discuss possible adjustments or alternative arrangements regarding coursework.

## Gender-inclusive language guidelines

## Aspiring to create a learning environment in which people of all identities are encouraged to contribute their perspectives to academic discourse, the University of Pittsburgh Gender, Sexuality, and Women’s Studies Program provides guidelines and resources regarding gender-inclusive/non-sexist language at <https://www.gsws.pitt.edu/resources/faculty-resources/gender-inclusive-non-sexist-language-guidelines-and-resources>. Following these guidelines fosters an inclusive and welcoming environment, strengthens academic writing, enriches discussion, and reflects best professional practices.

## Language is gender-inclusive and non-sexist when we use words that affirm and respect how people describe, express, and experience their gender. Gender-inclusive/non-sexist language acknowledges people of any gender (e.g. first-year versus freshman, chair versus chairman, humankind versus mankind). It also affirms non-binary gender identifications and recognizes the difference between biological sex and gender expression. Students may share their preferred pronouns and names, and these gender identities and gender expressions should be honored. These guidelines fulfill the best intentions of the University of Pittsburgh’s Non-Discrimination Policy: <https://www.diversity.pitt.edu/civil-rights-title-ix/policies-procedures-and-practices/nondiscrimination-equal-opportunity>

## Cell phones/laptops

Cell phones should not be used during class unless your instructor asks you to use them. **You are not permitted to make or take calls, text, or otherwise use your phone during class time.** Your participation grade will be negatively affected should you choose to do so. I prefer that students do not use laptop in class, because even when taking notes, they are a great distraction, but I leave the final decision to the discretion of every single student.

## Placement Exam

If you have not previously taken Italian courses at the University of Pittsburgh ***and*** have some knowledge of Italian, you are required to take a placement exam before registering in this course. If you have taken a placement exam recently and were placed into this course, please contact your instructor to confirm that this level is appropriate for you. Please contact me if you have any questions regarding this information.

## Participation

Since participation is a large component of your final grade in this course, your daily efforts to arrive punctually, come to class prepared, and participate in all class activities are essential. The criteria for ***outstanding participation***are: habitually arriving for class on time, always listening attentively when others speak, asking pertinent questions, volunteering in all activities, participating in all activities with enthusiasm, and responding to questions from others. Your instructor will keep track of your participation and will keep you informed of your progress in this area. The grading rubric will be posted on Canvas.

## Assignments and Quizzes

All homework must be handed in on time. In addition to assignments posted to Canvas, you will be given other written assignments as well as web-based activities that are to be turned in to your instructor or posted to Canvas for grading. Quizzes will be given in class or on Canvas on a regular basis to check your progress. All assignments and quizzes must be completed on time—your instructor will not accept late work unless there are extenuating, documented circumstances. Always communicate such circumstances as soon as possible to your instructor.

## Classroom Recording Policy

To ensure the free and open discussion of ideas, students may not record classroom lectures, discussion and/or activities without the advance written permission of the instructor, and any such recording properly approved in advance can be used solely for the student’s own private use.

## Email Policy

Each student is issued a University e-mail address (username@pitt.edu) upon admittance. This e-mail address may be used by the University for official communication with students. Students are expected to read e-mail sent to this account on a regular basis. Failure to read and react to University communications in a timely manner does not absolve the student from knowing and complying with the content of the communications. The University provides an e-mail forwarding service that allows students to read their e-mail via other service providers (e.g., Hotmail, AOL, Yahoo). Students that choose to forward their e-mail from their pitt.edu address to another address do so at their own risk. If e-mail is lost as a result of forwarding, it does not absolve the student from responding to official communications sent to their University e-mail address.

Your instructor will do his/her best to respond to your emails within 24 hours of receiving them.

## Student Evaluations of this Course (OMET)

The Department of French and Italian greatly values student feedback. The OMET online evaluations are the primary tool we use to assess instructors and evaluate courses. These evaluations are used to develop and improve curricular design and instructional efficacy. In addition, OMETs are shared with upper level administration when deciding on contract renewal, promotion, awards, tenure, etc.  We thank you for taking the time to provide thoughtful and constructive feedback.  Whether in the Language Media Center or in the regular classroom, OMETs will be conducted during class time towards the end of the semester; however, students may opt to complete the OMET online after the link becomes live on [my.pitt.edu](http://my.pitt.edu/).  There is no penalty for students who opt not to take the OMET.

## Academic Integrity and Plagiarism

Cheating and plagiarism will not be tolerated. Students suspected of violating the University of Pittsburgh Policy on Academic Integrity, noted below, will be required to participate in the outlined procedural process as initiated by the instructor. A minimum sanction of a zero score for the quiz, exam or paper will be imposed. (For the full Academic Integrity policy, go to [www.provost.pitt.edu/info/ai1.html](http://www.provost.pitt.edu/info/ai1.html).)

Plagiarism is a serious ethical matter and an infraction of University Policy. Students should familiarize themselves with both the University Policy on Academic Integrity (available at <https://www.provost.pitt.edu/faculty/academic-integrity-freedom/academic-integrity-guidelines>) and the Department of French and Italian Plagiarism Policy (<https://www.frit.pitt.edu/undergraduate/about-language-programs/departmental-policies/plagiarism-policy>). Examples of plagiarism include, but are not limited to:

1. Use of human or online translators (i.e. Google Translate)

2. Unauthorized editorial help (asking a friend in an upper level course for help)

3. Unattributed use of an author's ideas (theft of intellectual property)

4. Unattributed use of an author's words (lack of proper citation)

Any student who plagiarizes will be immediately reported to the Assistant Dean of Undergraduate Studies charged with matters of Academic Integrity. Sanctions for first-time violations typically result in a ‘0’ or an 'F’ grade for the assignment. Second violations may result in a failing grade for the course and expulsion from the University.

## Sexual misconduct, required reporting, and Title IX

The University is committed to combatting sexual misconduct. As a result, you should know that University faculty and staff members are required to report any instances of sexual misconduct, including harassment and sexual violence, to the University’s Title IX office so that the victim may be provided appropriate resources and support options. What this means is that as your professor, I am required to report any incidents of sexual misconduct that are directly reported to me, or of which I am somehow made aware.

There are two important exceptions to this requirement about which you should be aware:

* A list of the designated University employees who, as counselors and medical professionals, do not have this reporting responsibility and can maintain confidentiality, can be found here: <http://www.titleix.pitt.edu/report/confidentiality>
* An important exception to the reporting requirement exists for academic work. Disclosures about sexual misconduct that are shared as part of an academic project, classroom discussion, or course assignment, are not required to be disclosed to the University’s Title IX office

If you are the victim of sexual misconduct, Pitt encourages you to reach out to these resources:

* Title IX Office: 412-648-7860
* [SHARE](https://www.studentaffairs.pitt.edu/share/) (Sexual Harassment and Assault Response)
* [The University Counseling Center](https://www.studentaffairs.pitt.edu/cc/): 412-648-7856
* Report an incident [here](https://www.titleix.pitt.edu/report/report-incident).
* Other reporting information is available [here](https://www.titleix.pitt.edu/report).

If you have a safety concern, please contact the University of Pittsburgh Police:

 On-campus Emergency: 412-624-2121

 Non-Emergency: 412-624-4040

## If you are having trouble in class

If, for any reason, you are having trouble in this class, please **first talk to your instructor**. Remember that your instructor is here to facilitate your learning, and that they want to help you. Your instructor can talk to you during office hours and/or via email to give you tips on how to do better, how to study Italian more effectively, and answer any questions that you may have about class. Remember that you can always visit any of our instructors’ office hours, and these will be posted on our Microsoft Teams page for your referral. Alternatively, you can contact the Italian Language Program Coordinator, Lorraine Denman at denman@pitt.edu or come to her office hours.

The **Italian Club**, a student-led organization, also offers peer-to-peer tutoring on a regular basis. Contact them at pittitalian@gmail.com for more information and to set up an appointment with a student tutor. Their tutors are upper-level Italian students and Pitt students that speak Italian as a native language or heritage (in their family home) language. You can also find them on Instagram (@italian\_at\_pitt).

If you are having difficulties in class for any other reason, there are many resources at Pitt. The [Study Lab](https://www.asundergrad.pitt.edu/study-lab), located in G-1 in the Gardener Steel Conference Center, has workshops and one-on-one sessions to help you develop better study skills, write and edit papers, and better manage your time.

If you are having problems with anxiety, depression, stress, trauma, or other mental wellness issues, you can visit or call the [**University Counseling Center**](https://www.studentaffairs.pitt.edu/cc/) for a free and confidential appointment. They also offer group therapy and support groups for students dealing with grief, social anxiety, trauma, and a variety of other issues. Call them at 412-648-7930 for an appointment or stop by their office in Nordenberg Hall. Other ways to deal with stress and anxiety on campus include the [**Stress Free Zone**](https://www.studentaffairs.pitt.edu/shs/stressfree/location-and-hours/), located on the 3rd floor of the William Pitt Union. They offer a variety of classes, one-on-one appointments, and space where you can meditate, practice yoga, etc. They, too, can provide you with strategies to better cope with the stresses of college life.

If you are suffering from financial distress or insecurity, our campus provides a number of resources to help. [**Find them here.**](https://pitt.libguides.com/assistanceresources)

Finally, check out the [**Open Door Project**](http://opendoor.pitt.edu/) to find community conversations designed to improve awareness and develop communication skills.