Tutorial Letter 101/2/2018

Language through an African lens
AFL1501

Semester 2

Department of African Languages

IMPORTANT INFORMATION
Please activate your myUnisa and myLife email address and ensure you have regular access to the myUnisa module site AFL1501-18-S2 as well as your group site, e.g. AFL1501-18-S2-10T with the group site number being 10T.

Note: This is an online module and therefore it is available on myUnisa. However, in order to support you in your learning process, you will also receive this Tutorial Letter as the only hard copy study material that you will receive for this module. It is also available on the main site for this module.
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1 INTRODUCTION

Dear Student

Greetings to you and welcome to AFL1501: Language through an African lens. In this module, we look at the study of the usage of language and the way one reflects who one is when one uses language with reference to some African languages.

This module enables you to understand the culturally diverse South African society better, and empowers you -- through this understanding of yourself in terms of others -- to contribute to reconciliation and to improve interpersonal relations in the country. The purpose is to improve your knowledge of each other in pursuit of creative co-existence, effective cross-cultural communication and nation-building. It doesn’t matter who you are or where you are in our country, you must use language to communicate. It doesn’t matter which languages you use, you will reflect specific attitudes and world views, i.e. who you are.

Because this is a fully online module, there are no prescribed textbooks or readings for this module. You need to use myUnisa to study and complete the learning activities for this module. You need to visit the websites on MyUnisa for AFL1501 frequently, at least once or twice a week, i.e. AFL1501-18-S2 as well as your group site which is the same as the main site but with a number at the end, e.g. -10T. The group site is the ‘classroom’ in which you operate and you have a Teaching Assistant (TA) as your ‘teacher’ who is your first line of communication and assistance for this module. All communication about the content and administration of the group site should be directed to the TA.

1.1 Getting started…

Owing to the nature of this module, you can read about the module and find your study material online. Go to the website here: https://my.unisa.ac.za and log in using your student number and password. You will see AFL1501-18-S2 as well as your group site, e.g. AFL1501-18-S2-10T (10T is the number of your group site) when you are grouped in your row of modules in the orange blocks across the top of the webpage. If it is not there select the More Sites tab and see if it is there. If you still cannot see it, it means you are not grouped to a group site yet and you need to be patient and wait to be grouped as the numbers of registered student for the module fill up the groups.

Don’t know where to start? Well, follow these instructions and start by going to your group site.

1. Go to Learning Units by clicking on the tab in the left hand panel of the screen. Start at the beginning and complete the learning experiences in the "Module Overview - Getting started" section.
2. This includes some learning experiences to give you practice using myUnisa and practice studying online. We call these "Ice breakers" because they do not count for any marks in the course -- they are just for practice. Note that each Ice breaker is done in a different answering tool, i.e. Discussions, Blogs and Self-Assessment (the survey) for you to practice how to use these tools.
3. The Ice breakers will also help you to get to know the other students in your group as well as the Teaching Assistant (TA) for your group.

As students register for the module, you will be put into groups with a Teaching Assistant for each group. Each Teaching Assistant is responsible for several (4) groups (50 students). These group sites will contain all the study material you need. The assignments are embedded into the
**learning units.** It is in this site where you need to do your work. It is like your ‘classroom’ with your ‘classmates’ around you and the TA as the teacher – you read everything. The TA will create platforms, e.g. a forum or topic under a forum in **Discussions** for you to interact with each other and to post Discussion Assignments. The **Assignments** tool is there for you to upload ‘Written’ assignments, and the final portfolio assignment where each assignment is submitted as one file. Note that it is not literally ‘written’ as **no hard copy assignments are allowed to be submitted.** When you have questions for your TA you post it as requested by the TA in the Welcome Message of the group site.

### 1.2 What is a Signature Module?

The Signature modules are special modules developed at Unisa, which are taught fully online and have the support of Teaching Assistants to help the students in groups. Each Signature module is also the platform where the distinct character and values of a specific College is established and implemented.

### 1.3 Why do I have a group site and a Teaching Assistant?

One of the advantages of the Signature modules is that they are designed so that you work in groups. For many Unisa modules, we know that there are many, a large number of students enroll. Sometimes it feels like you can get lost in the crowd of students. But here interaction is built into the structure of the module.

For the Signature modules, we have divided all the students into groups of about 50 students each with a Teaching Assistant to facilitate the group. This means that the Teaching Assistant will guide you in the module, give assistance with your assignments and assessment activities and mark your formal Assignments.

### 2 OVERVIEW OF AFL1501

#### 2.1 Purpose

Students who successfully complete this module will be able to demonstrate linguistic and cultural diversity awareness and sensitivity in order to enhance their interpersonal relationships in day-to-day situations. In addition, successful students will be able to interact across cultures in a respectful way while appreciating their own linguistic and cultural background in relation to the languages and cultures of others.

The module is delivered via myUnisa, the Internet, peer group interaction, and community engagement in some of the activities. Lecturers and Teaching Assistants can also interact with students on myUnisa and via email.

#### 2.2 Outcomes

For this module, there are four outcomes that we hope you will be able to accomplish by the end of the course:

- **Specific outcome 1**: Demonstrate awareness and sensitivity of linguistic and cultural diversity in order to enhance personal relations in day-to-day situations.
- **Specific outcome 2**: Demonstrate respect for diversity within a multi-cultural society as expressed through language.
- **Specific outcome 3**: Interact across cultures in a respectful way.
- **Specific outcome 4**: Appreciate own cultural background in relation to the cultures of others within a multi-cultural society.
3 CONTACT DETAILS

3.1 Module Coordinator

The contact detail for the Module Coordinator is:

AFL1501
Department of African Language
Unisa
0003
Email: nenejo@unisa.ac.za

Remember to always mention your student number as well as the number of your group site, e.g. 101T when you communicate with your Module Coordinator.

3.2 Department

The Department of African Languages can be contacted as follows:

E-mail: cellia@unisa.ac.za

3.3 University

To contact the University, you should use the Study @ Unisa brochure. Remember to always have your student number available when you contact the University.

Whenever you write to a lecturer, please include your student number to enable the lecturer to help you more effectively.

3.4 Online Support

The main support for the Signature modules comes from within the small groups and Teaching Assistants. These are the people who will provide you with support every day, with every activity and assignment.

Because the Teaching Assistants are only assigned to you after enrolment, we cannot give you the contact information here. When you are assigned to your group site with a Teaching Assistant, each one will provide you with their contact information so that you can contact him or her by email, usually in the Welcome Message. Note that most of your contact with the Teaching Assistant or Module Coordinator will occur via email.

4 RESOURCES

4.1 Joining myUnisa

If you have access to a computer that is linked to the internet, you can quickly access resources and information at the University. The myUnisa learning management system is Unisa's online campus that will help you to communicate with your lecturers, with other students and with the administrative departments of Unisa – all through the computer and the internet.

You can start at the main Unisa website, http://www.unisa.ac.za, and then click on the myUnisa orange block. This will take you to the myUnisa website. To go to the myUnisa website directly, go to https://my.unisa.ac.za. When you are at the myUnisa website click on the “Claim UNISA Login” at the right-hand side of the screen. You will then be prompted to give your student number to claim your initial myUnisa as well as myLife login details. Please activate your myLife account as it is our direct line of communication to you via email.
Please consult the publication *Study @ Unisa* which you received with your study material for more information on *myUnisa*.

4.2  **Library services and resource information**

For brief information, go to [www.unisa.ac.za/brochures/studies](http://www.unisa.ac.za/brochures/studies)

For detailed information, go to the Unisa website at [http://www.unisa.ac.za/](http://www.unisa.ac.za/) and click on *Library*.

For research support and services of personal librarians, go to [http://www.unisa.ac.za/Default.asp?Cmd=ViewContent&ContentID=7102](http://www.unisa.ac.za/Default.asp?Cmd=ViewContent&ContentID=7102).

The Library has compiled numerous library guides:

- finding recommended reading in the print collection and e-reserves – [http://libguides.unisa.ac.za/request/undergrad](http://libguides.unisa.ac.za/request/undergrad)
- requesting material – [http://libguides.unisa.ac.za/request/request](http://libguides.unisa.ac.za/request/request)
- postgraduate information services – [http://libguides.unisa.ac.za/request/postgrad](http://libguides.unisa.ac.za/request/postgrad)
- finding, obtaining and using library resources and tools to assist in research – [http://libguides.unisa.ac.za/Research_Skills](http://libguides.unisa.ac.za/Research_Skills)
- contacting the Library/finding us on social media/frequently asked questions – [http://libguides.unisa.ac.za/ask](http://libguides.unisa.ac.za/ask)

4.3  **Free computer and internet access**

Unisa has entered into partnerships with establishments (referred to as Telecentres) in various locations across South Africa to enable you (as a Unisa student) free access to computers and the Internet. This access enables you to conduct the following academic related activities: registration; online submission of assignments; engaging in e-tutoring activities and signature courses; etc. Please note that any other activity outside of these are for your own costing e.g. printing, photocopying, etc. For more information on the Telecentre nearest to you, please visit [www.unisa.ac.za/telecentres](http://www.unisa.ac.za/telecentres)
5 HOW TO STUDY THIS MODULE ONLINE

5.1 What does it mean to study fully online?

The Signature modules are taught fully online – this means that it is totally different from some of your other modules at Unisa.

- **All your study materials and learning activities are online, on myUnisa.** In other words, there are no printed study materials from Unisa – no tutorial letters (except for this one) and no study guide.

- **All of your assignments must be submitted online.** It means that you do all your activities and submit all your assignment on myUnisa. In other words, you can NOT post your assignments through the South African Postal Service.

- **All of the communication between yourself and the university also happens online** – by email, in Discussions and through Questions and Answers. You can use all of these ways to ask questions and contact your TA. This also means that your lecturers and Teaching Assistants will communicate with you in the same way – through emails, with Announcements, in Discussions and with Questions and Answers.

5.2 The two online spaces

Remember, you will have two online spaces for the module, Language through an African lens:

- **Your main site:** AFL1501-18-S2. This is where you will hear from your Module Coordinator, through Announcements. We also give you some of the study materials in order for you to get started before you are grouped, but you cannot complete any activities here. You will note that the tools to interact such as Discussions and Blogs are not active. For that, you need to go to your group site.

- **Your group site:** AFL1501-18-S2-?T (? for number). This group site will be assigned to you as soon as you are grouped with other students into a group, with your Teaching Assistant, i.e. TA. Your group site will look almost the same as the main site, but it will have a group number at the end. For example, a group site for the second semester looks like this: AFL1501-18-S2-10T. This is where you will interact with the group of students and your Teaching Assistant. This is also the place where you will find the following:
  - All of the study materials for the module, including reading materials, links and activities
  - All of the information about your assignments and activities.
  - This is where you must submit your formal Assignments to the university.

The level of interactivity of a group site depends on the ability of the TA to set it up. The TA must, for example, create new forums with topics on which you need to reply in Discussions before you can do the first Ice breaker or your assignments which are discussions, e.g. assignment 01. A forum for each unit also needs to be opened by the TA for the activities to enable you to do it. **Do not start a new topic under any circumstances unless requested by the TA.**

5.3 The myUnisa tools you will use

All of the information about myUnisa tools is located on the myUnisa website for this module, in Unit 0. However, we thought it was important to stress the tools that will be used for your formal Assignments.
In this module, there are two different types of assessment, using different myUnisa tools:

- **Discussions**: This tool is the place for online discussion forums, where you share your ideas and insights with the other students in your small groups. Many activities also use discussion forums, but there are five that will count as assignments for this module. For these assignments to be submitted the TA for the site needs to create a **forum** with a topic, e.g. a forum ‘Assignment 01’ in **Discussions** and when you click on it you should find a **topic** “Assignment 01” in which you need to go to **Reply** and click on it to get a message box in which you do your assignment and then scroll down to **Publish** to finalise the assignment. Never create a new topic by yourself unless requested by the TA. For the activities which need to be done in Discussions the TA will create a forum “Unit 1” and then a topic for the activity, again you do the activity as a reply under the topic created by the TA and not as a separate topic.

- **Assignments**: The assignments which are not done in Discussions are what we call ‘written’ assignments and they require you to type the written assignment as a file document and submitting it online in the same manner you submit all other assignments online. The assignments will be routed to your TA who will mark it. You may be given a form to fill in or type a document, but it depends on the assignment. These typed assignments must be submitted using the online **Assignment** tool on myUnisa, as a **one file** document. The instructions for submitting these assignments are in Unit 0. **Please do not post the assignment to the lecturer, this is an online module.** You must submit all your written assignments using the online Assignment tool. **N.B:** it is important for you to do all your assignments and to submit them on time or before the due date. It is also your responsibility to check that your assignment is marked and a mark is assigned to it – in the **Assignments** tool and not in the **Gradebook**. Don’t wait until you receive your final results, make myUnisa your friend.

### 6 ASSESSMENT

#### 6.1 Assessment plan

Here is a breakdown of the Assignments and formal portfolio activities, as they occur in the semester. Also, see Assessment plan in Additional Recourses.

**Unit 1: Language as a Process:**

First Portfolio Activity: **Reflection: Your language story** -- Do now and keep for interpretation in your portfolio.

- Assignment 01: Discussions

**Unit 2: How does language signifies attitudes and world-view?**

- Assignment 02: Assignment

**Unit 3: Language and Identity**

Second Portfolio Activity: Build your Family Tree - Save for your Portfolio.

- Assignment 03: Discussions
- Assignment 04: Assignments
Unit 4: Interpersonal Relationships

- Assignment 05: Discussions

Unit 5: Ubuntu (Self and Other) -- Preparing the Portfolio – Written Assignment 06

- Preparing for your final Portfolio
  - First Portfolio activity
  - Second Portfolio activity
- Putting it all together
  - Add an Introduction
  - Relook at Assignment 04
  - Conclusion: Your Final Reflection
- See Unit 5 for more detail....Portfolio

NOTE:

| Plagiarism is the act of taking words, ideas and thoughts of others and passing them off as your own. It is a form of theft which involves a number of dishonest academic activities. The Disciplinary Code for Students is sent to all registered students. Students are advised to study the Code. Kindly also read the University’s policy on Copyright Infringement and Plagiarism. |

An assignment must be the product of your own study. It is not a matter of simply reproducing facts from a couple of books or the internet. It is unacceptable simply to combine data taken from different sources, particularly if this data is copied word for word from the sources.

You need to acknowledge your sources when you quote directly from them, when putting the information in your own words, or when using the ideas of an author. If you do not do this, you are simply stealing the ideas of others and committing plagiarism - one of the most serious offences a student can commit.

Plagiarism is totally unacceptable. Not only is it dishonest, but it also means that your teaching assistant cannot evaluate your assignment because it is not your own work. You will also be doing yourself a great disservice, because your teaching assistant will not be able to see whether you are experiencing difficulties with your studies or with a particular part of the work.

Remember that you are also committing plagiarism when copying from a fellow student. Students who copy from sources or fellow students will be penalised.

Be careful when someone assist you when you upload your assignments. Some so-called assistants just copy a generic assignment and upload it for you as your assignment. The result is that you are penalised in terms of the plagiarism policy or sometimes a wrong assignment is submitted, especially when you are requested to ‘pay’ for assistance.
6.2 Final Mark and Portfolio

Your final mark for this module is composed as follows:

- Weighting in the course: **year mark and portfolio**
  - 80% year mark for assignments [*formative assessment*] with an automatic subminimum of 40% needed to enable a pass together with the final portfolio.
  - 20% final Portfolio [*this will take the place of the typical final examination for this module as the summative assessment*] – compulsory with a subminimum of 40%.

**Why we don’t have an exam for this module**

- Your final assessment task is the portfolio and is the focal point of this course.
- In your final portfolio, you are expected to reflect on your own language use and how language serves as a tool to get to know yourself and other people.
- The purpose of the final portfolio is to show how Ubuntu is reflected in language use in your own life.

7 CONCLUSION

Do not hesitate to contact your TA if you are experiencing problems with the content of this tutorial letter or any aspect of the module.

We wish you a fascinating and satisfying journey through the learning material and trust that you will complete the module successfully.

Enjoy the journey!

Dr J O Nene

DEPARTMENT OF AFRICAN LANGUAGES