

# Terry Sanford World Language Department Policy

As a parent/guardian, the best way to help your student succeed is to encourage them to meet all deadlines promptly and turn in their assignments completely finished. Often your student will become frustrated because they do not yet have enough vocabulary to express what they want to say. This is normal! The steps listed below are how your student's language skills will grow.

**Step1: Encourage your student to use the words that they have learned in class to get the main idea of what they want to say. A sentence does not have to be perfect to convey meaning. Think about any conversation you have had with a toddler.**

**Step 2: If your student is lacking the vocabulary to get their main idea across, then tell them to put that idea aside for now. They need to talk about something they know instead.**

**NEVER allow your student to use an electronic/online translator!!!** Not only is this cheating (see department policy below) but this will put more road blocks in a student's learning. **New language learners must personally go through the steps listed above to be able to improve their rate of successful communication using the new language.** Online translators short circuit this process and often give incorrect information.

## USE OF TRANSLATORS WILL NOT BE PERMITTED

The use of computer translation software, applications, websites and/or hand-held translation devices on French or Spanish assignments is a violation of the FTS Academic Honesty Policy. Students who use computer translation software, applications, websites and/or hand-held translation devices on any assignment for French or Spanish class will be subject to the consequences for violation of FTS's Academic Honesty Policy, as outlined in the FTS student handbook. Consequences can include, but are not limited to:

- Student must re-do the work with an alternative assignment
- Automatic grade of zero, or a failing grade on the assignment (failure to complete the alternative assignment may result in a zero)
- Parent will be contacted
- Referral to office if necessary

As a parent/ guardian, I understand the FTS World Language Department's Computer Translation Policy and why electronic/online translators are harmful to student learning.

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Print student name

\_\_\_\_\_  
Signature

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Print parent/guardian name

\_\_\_\_\_  
Signature

Date\_\_\_\_\_