Introduction

In this tutorial, we will explore the *Une fois pour toutes: Une révision des structures essentielles de la langue française* program components, program organization, and digital courseware on Savvas Realize™.
Program Overview

Une fois pour toutes is an individualized grammar review program designed for use in upper-level French courses. It is the perfect companion course to the Allons au-delà! and AP®* French: Preparing for the Language and Culture Examination programs.

Une fois pour toutes grammar lessons help students review, practice, and reinforce essential French language structures.

You can also use Une fois pour toutes as a supplemental teaching text, self-guided student workbook, or grammar reference book.

It is especially useful in preparing students for the SAT Subject Tests or the AP® French Language or Literature examinations.
Program Components

Digital course on Pearson Realize also provides:

- Practice exercises with auto-scoring
- Customizable content
- OpenEd curated content

Une fois pour toutes provides both a print text and an interactive eText on Savvas Realize for students and teachers.

A Student Answer Key is also available as well as a Testing Program that includes 24 Interrogations (two per lesson) and Answer Keys.

The digital course on Savvas Realize provides access to practice grammar activities where students can receive their scores immediately. Teachers have instant access to the scores to help inform their instructional strategy and ensure critical content is reviewed in a timely manner.

On Savvas Realize, students can submit voice recordings digitally using the Speak and Record feature. This feature allows students to record and rerecord until they are satisfied with their effort and ready to submit the recording to the teacher for review.

In addition, the digital course on Savvas Realize provides

- assignable practice exercises with auto-scoring and the Speak and Record feature;
- customizable content to meet your instructional needs; and
- an integrated OpenEd database with additional curated content to add and assign.
There are 12 lessons in *Une fois pour toutes*. These lessons are organized to support inductive learning by encouraging students to use their inference and evidence-gathering skills.

Each lesson contains examples (*Modèles*), and then explanation (*Explication*).

The examples are designed to guide student observation, discovery, and analysis. This ultimately leads to students formulating their own conclusions, generalizations, or rules of grammar.

Each lesson contains *Situations actives*, activities designed to elicit creative use of the French language, both spoken and written.
Let's take a closer look at the program organization and available resources on Savvas Realize. To get started, go to PearsonRealize.com and sign in with your username and password.

The Savvas Realize Home page is divided into three sections: Programs, Classes, and Data.

Under Programs, you have access to the entire curriculum for *Une fois pour toutes*.

Under Classes, you have access to your assignments, calendar, class discussions, students and groups, and class settings.

Under Data, you have access to your students' mastery, progress, and usage information for completed online assignments.
Creating a Class

Before you can assign content to your students on Savvas Realize, you need to create a class. Creating a class is a quick and easy process. On the Home page, click **Classes**.

Then click the **Create classes** button. On the Create a Class page, follow the directions to

- enter the class name;
- select a class picture;
- select the program; and
- add students to the class, including their usernames and passwords.

When you're done adding students, click **Save**.
The *Une fois pour toutes* Table of Contents contains all of the program resources, including all content that you can assign to your students.

Here you will find access to the eText as well as the lesson exercises and activities.

Within each lesson you’ll find assignable content, including

- reflection (*réflexion*), verification (*vérification*), and review (*récapitulation*) exercises; as well as
- situational activities (*Situations actives*).

The online versions are auto-scored, and the results are recorded for immediate feedback. We will take a closer look at the lesson exercises and activities later in this tutorial.
Lesson Components

You can access the program's 12 lessons (Leçons) from the Table of Contents. Within each lesson, you can assign various exercises and activities to your students. Let’s explore the various lesson components.

Click each lesson component to learn more about it. When you’re done, click Next.
Modèles are provided at the start of each lesson. Each sentence illustrates a point that will be covered in the lesson.
Exercice de réflexion

The Exercice de réflexion section contains practice exercises. Students can begin to explore patterns and practice grammar points.

Mettez les phrases suivantes à la forme active:
1. Le repas était toujours préparé par la cuisinière.
2. La montre a été réparée par le bijoutier.
3. Le vol a été commis par le marchand quand la police est arrivée.
4. Le verre a été renversé par le vent.
5. Les têtes ont été mises en place par le maçon.
6. Les fautes ont été corrigées par le professeur.
7. Les murs ont été repeints par les ouvriers.
The Explication section provides students with explanations for the given grammar points to support understanding and clarify misconceptions.

Explication

Généralement les Français préfèrent la forme active. Pour le passé ou passé, le temps du verbe être s'accorde avec le temps du verbe dans la phrase active. (Pour une explication plus détaillée, voir pages 18-20.)

<table>
<thead>
<tr>
<th>Phrases passives</th>
<th>Phrases actives</th>
</tr>
</thead>
<tbody>
<tr>
<td>La voiture était réparée par le garagiste.</td>
<td>Le garagiste réparait la voiture.</td>
</tr>
<tr>
<td>La voiture a été réparée par le garagiste.</td>
<td>Le garagiste a réparé la voiture.</td>
</tr>
<tr>
<td>La voiture avait été réparée par le garagiste.</td>
<td>Le garagiste avait réparé la voiture.</td>
</tr>
</tbody>
</table>

Voici des cas exceptionnels où la forme passive est préférable:

Plusieurs records ont été battus. L'école a été fondée en 1778.
Exercices de vérification

The *Exercices de vérification* section provides additional opportunities for learning. These exercises are systematically arranged in progressive steps to provide extra support. Here, students can check their understanding of grammar points to determine if they need further review or assistance from the teacher.
Exercices de récapitulation provide opportunities for students to test their understanding of the lesson. These exercises are cumulative and include all points covered in the lesson as well as some points from previous lessons.
Situations actives

Situations actives provide students with opportunities to use new structures in extended, authentic discourse. The activities include essay response and Speak and Record options, which are teacher-graded.

Racontez une histoire au passé! Choisissez les temps de verbe convenables.
1. Racontez un événement que vous avez vécu et dont vous n’avez jamais parlé à vos parents.
2. Racontez un voyage que vous avez fait.
3. Racontez vos souvenirs de votre premier jour à l’école.
4. Quel a été le moment le plus embarrasvant de votre vie? Racontez ce qui est arrivé.
5. (incredibly) Il y eu un accident entre deux autos. Les deux chauffeurs se disputent. Ils ne sont pas d’accord sur ce qui s’est passé en réalité et de qui en était la faute. Un agent de police arrive et essaie de régler la situation.
Accessing eText Lesson Subsections

Within each lesson subsection you will find a link that takes you directly to that section in the eText. You can also share these eText lesson subsections with your Google Classroom™ account.

To enable the Share option, click the person icon in the upper-right corner of the screen, and select Settings. Scroll down to the Integrations section. Then check the box next to Google Classroom.

Once enabled, from the Table of Contents, click Share and select Google Classroom for the desired lesson subsection.

Next, choose your class and then select the Create assignment option.

The eText lesson subsection is now available to be assigned to your students from your Google Classroom account. We'll explore the eText and its functionality later in this tutorial.
On Savvas Realize you can customize content by adding your own resources or content from our integrated search engine.
Creating Content

The Create content menu provides several options for you to customize content. You can attach files from Google Drive, upload files from your computer, add links, and build your own tests.

To upload a file from your computer, select **Upload a file** from the drop-down menu. Choose the file you wish to upload, enter a title and description, check the box that confirms you have the right to distribute the content, and click **Upload**. Your content is now available to be assigned to students. You can access all uploaded content by clicking the **My content** option.
Searching for Content

To search for content, click the magnifying glass icon in the upper-right corner. Type a keyword in the Search box to locate resources on Savvas Realize. Click **OpenEd results** to use the integrated search engine. This feature allows you to search through more than a million standards-aligned resources that you can assign to your students.
To explore the interactive eText, click eText in the top toolbar and select the Une fois pour toutes: eText option. The eText will appear in a new window. You can toggle between the eText and your Savvas Realize account by clicking the browser tabs.
Navigational Pane

The navigational pane on the left allows you to access the various sections within the eText. Click the gray triangle icon to see the nestled contents within each section. Click the double arrow icon to hide the navigational pane.

Click Resources to access these downloadable resources: Student Book Answer Key, Testing Program, and Testing Program Answer Key.
Now, let’s explore some of the key tools on the toolbar.

Take a moment to explore some of the key tools on the toolbar. Click the different tools to learn more about them.

When you’re done, click Next.
Navigate between pages, jump to a specific page, and view the text in a two-page layout.
Highlighter

Use the highlighting tool to highlight different areas of the text.
Use the Notes tool to insert self-study notes or links to resources.
Click the magnifying glass icons to change the zoom level of the page.
Click the red bookmark icon to bookmark important pages.
Click the projector icon to switch to whiteboard mode.
Reference Resources

You may also use *Une fois pour toutes* as a quick reference. From the Table of Contents, you can quickly access the eText *Débuts*, *Glossaire*, and *Tableau des verbes* sections. Let’s explore these sections.
The *Débuts* reference section explains the fundamental elements of sentence structure.
The **Glossaire** reference section defines the grammatical terms used in the text.
The *Tableau des verbes* reference section provides the correct form of a given verb.
Finally, let's look at the Teacher Resources on the Table of Contents. Here, you will find a link to the My Savvas Training website, a Quick Start Guide for Savvas Realize, and Answer Keys.

Take a minute to explore these helpful teacher resources.
The My Pearson Training website provides access to training resources including guides, tutorials, and webinars for most Pearson products.
The Quick Start Guide provides information about the Pearson Realize platform, including how to manage your programs, classes, assignments, and data.
Answer Keys

The Answer Keys section provides access to downloadable PDFs containing the answer keys for all of the student activities and the Testing Program. Remember, you can also access these resources from the navigational pane in the eText.
Closing

In this tutorial, we reviewed the *Une fois pour toutes: Une révision des structures essentielles de la langue française* program components, program organization, and digital courseware on Savvas Realize™.

For additional support, visit MySavvasTraining.com.