

SPA 131 – Elementary Spanish I
Fall 2012

Department of Literature and Languages
Texas A&M University-Commerce

Course: Spa 131.001 – MWF 10:00-10:50a – HL 306

Instructor: Ms. Marcela Payssé

Office: HL 117

Office Hours: MWF 11:00-12:00a

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REQUIRED TEXTS:

- Knorre, M., Dorwick, T., Pérez-Gironés, A., Glass, W., and Villareal, H. *Puntos de Partida. 8th edition.* New York: McGraw Hill, 2007. **ISBN:** 0073534420.
- *Quia Electronic Workbook* to accompany *Puntos de Partida. 8th ed.*
- *Quia Electronic Laboratory Manual* to accompany *Puntos de Partida. 8th ed.*

RECOMMENDED: Invest in a good Spanish/English dictionary (not a pocket edition), such as *Harper Collins Spanish Concise Dictionary. 2nd ed.* (or later) New York: Harper Collins, 2000 or *Bantam Diccionario Inglés-Español / Español-Inglés.*

COURSE DESCRIPTION: Spanish 131 is an introduction to the Spanish language and to the cultures of the Spanish-speaking world. The course focuses on the four areas of languages: listening, speaking, reading and writing. It includes beginning grammatical structures necessary for effective communication. Focusing on the oral communication is especially reinforced by requiring students to speak Spanish frequently in and out of the classroom. The course is conducted primarily in Spanish and the students will be required to demonstrate satisfactory communication skills as well as familiarity with cultural aspects presented in class.

COURSE OBJECTIVES: At the end of the course, students should have the tools to effectively discuss situations in the present and near future in Spanish, including simple conversations, asking questions, and formulating descriptions. Students should also be able to express the above functions in formal written Spanish. Furthermore, students will be expected to recognize grammatical terms in English and Spanish as provided in Appendix I of the textbook.

COURSE REQUIREMENTS: Students are expected to do the following: prepare the assignments for the date indicated **prior to coming to class that day**; do the exercises in the book and workbook and lab manual as assigned; turn in homework on time; use the language skills outside the classroom (i.e. speaking to native speakers, watching Spanish lang. TV or movies, reading Spanish lang. magazines or newspapers) in order to successfully pass the final exam. **Students are to bring their textbook to class every day.**

GRADING: Students earn their grade on an objective grading scale based upon 100 points.

Chapter Exams	45%	A = 100-90
Oral exams	20%	B = 89-80
Tutor interviews	10%	C = 79-70
Workbook + Lab Manual	15%	D = 69-60
Quizzes	5%	F = 59-
Participation	5%	

PARTICIPATION: Students are expected to come to class prepared to actively participate in all class activities and discussions. Your participation will be evaluated weekly with 100 points possible for the final participation grade.

The use of cell phones is considered against your participation in class. Turn them off.

ATTENDANCE: Your presence in class is imperative. In order to be able to participate in class, you must be present. Roll will be taken every day, and attendance is mandatory. If you are absent more than three times, **for each absence beyond the three allowed your final grade will be lowered by 1% up to a maximum of 10%.** After the sixth absence, you may be dropped from the course. Absences due to illness or unexpected situation count as absences. The only absences that do not count beyond the three allowed are those resulting from required participation in university events, hospitalization, or family emergencies of which instructor has been notified by university officials. A tardy or leaving class early equals 1/3 of an absence. **Late work is not accepted. Make-up exams must be arranged before the date of the absence.**

QUIA WORKBOOK AND LAB MANUAL: Homework is assigned to provide students with additional practice and review of material. The Workbook exercises are essential to understanding the material presented in the textbook and in the class. The Lab Manual will help practicing listening, speaking, reading and writing, so improving the four language skills. Both Workbook and Lab Manual are to be completed following the electronic versions provided by Quia. Students are responsible for completing assignments listed in the syllabus by the dates indicated. The system will not accept late work for credit; a student still may do it for the practice, however.

- Read attached sheet to follow Quia registration instructions.

QUIZZES: Vocabulary and reading comprehension quizzes are given for each chapter. You can expect twelve quizzes throughout the semester. The two lowest quiz grades are dropped. No makeup quizzes are given due to routine absences.

EXAMS: Each written exam consists of listening, reading, grammar and vocabulary sections. Make up exams are not given unless arrangements have been made in advance of the absence from a scheduled exam.

- Exam 1 – Chapters 1 and 2
- Exam 2 – Chapters 3 and 4
- Exam 3 – Chapters 5 and 6

Students may not take the final exam early. If you are not present for the Final Exam 3, you will receive a zero. No makeup exams are allowed for the final exam.

ORAL PROFICIENCY EXAM: Two oral proficiency exams are conducted in my office and consist of a conversation/interview about topics covered in class. Sign up for the oral exam is available a week prior to the exam.

TUTOR INTERVIEWS: A series of six interviews to be held with any of the two departmental tutors. Students must visit the tutors once every two weeks at their offices and maintain a conversation of no less than 15 minutes. Topics depend on the material covered in class, focusing in the chapters studied previously to each interview. Tutors will have signup sheets for students to set up an appointment for each one of the six interviews. The first four interviews are just to practice oral communication; the last two will take into account your performance in addition. Tutors' office: HL 119.

Tutoring and Advising:

- **Your Instructor:** I am your first resource and want to make your experience as positive as possible. Please talk to me if you are having any problems in the course and I will do my best to assist you.
- **Tutorials:** Tutoring is available in HL 119. Tutorials are free of charge and are offered daily. Sign up is on the door.
- **Mach III:** If you are a 1st generation college student; or if you are in the federal category qualified as low-income; or if you have any type of disability, you may qualify for free tutoring at Mach III. Visit the Student Services Building, 3rd floor (303A), or call (903) 886-5150.
- **Advising:** To declare a major, second major, or minor in Spanish, or to get further information on our program, please make an appointment with Dr. Inma Lyons, 903-468-8774, <Inma_Lyons@tamu-commerce.edu>, HL 311.
- **Notice to those seeking Teacher Certification:** Students who plan to teach English, Spanish, or English as a Second Language in Texas public schools must pass the appropriate state certification tests. The Department of Literature and Languages grants approval to take the content-area tests, subject to the policies described at this URL: <<http://faculty.tamu-commerce.edu/bolin/texas.html>>. Additional information about the examinations and the internship is available at the Educator Certification office in Ed North 204 (ext. 5182).
- **Placement Exam:** If you have taken *any* Spanish in the past, or if you speak Spanish, you should take the Spanish placement exam. It is offered every day in McDowell Administration Building, 315A. You may possibly place out of lower-division classes and receive up to 6 hours of credit! This exam is to help you finish your language requirement sooner, or get you into upper-level classes without repeating work you have already done in the past.
- **Study Abroad:** We encourage students to pursue an immersion experience in Spanish by participating in our study abroad programs. Anytime you receive credit for courses taken abroad, you must have them approved by the Spanish faculty and advisor **BEFORE** you leave. Please speak to your professor if you are interested in taking Spanish in Spain or Mexico. As a bilingual student, you can benefit enormously from a study-abroad experience. Financial aid will apply to most destinations and the Office of International Studies offers travel stipends for almost all interested students to travel to a variety of countries. For more information contact Dr. Kenneth Clinton in Ferguson Social Sciences 220, (903) 468-6034.

- **E-Culture Policy:** When dealing with faculty over e-mail, it is important that students keep the following in mind:
 - Always use the Tamu-c e-mail account to communicate with your instructor. Messages from any other e-mail accounts will not be considered.
 - Always use salutations and signatures. Be courteous. Add a recognizable subject to your e-mail.
 - For serious matters use e-mails to facilitate a mutually agreeable time to meet. E-mail should not be used to avoid personal interaction.
 - Never use e-mail to vent or to respond immediately to an emotional situation.

Statements to students required by the University and the Department of Literature and Languages:

- **Retention statement for 1st Year Students:** Grades for students in freshmen level classes will be reported to the Registrar's Office at the end of the fifth week of class during the fall and spring semesters. The Registrar's Office will report grades to students, Advising Services, Academic Departments (faculty advisors) and mentors. This procedure will allow students to be knowledgeable about their academic progress early in the semester. The university, through Advising Services, faculty advisors and mentors, will take steps to assist students who may be experiencing difficulty to focus on improvement and course completion. Early intervention for freshman students is designed to communicate to students the University's interest in their success and willingness to participate fully to help students accomplish their objectives.
- **Behavior:** All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Student's Guide Handbook, Policies and Procedures, Conduct).
- **Americans with Disabilities:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library
Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
e-mail: <StudentDisabilityServices@tamu-commerce.edu>

- **Academic Honesty:** *Plagiarism* is borrowing the work of others and not giving credit where credit is due. It is unethical and reflects very poorly on a person's character. Copying someone else's work, or asking a friend or tutor to write your compositions constitutes a violation of academic honesty policy. Likewise, the use of electronic media to translate your work to Spanish is also unacceptable. Instructors in the Department of Literature and Languages do not tolerate plagiarism and other forms of academic dishonesty. Instructors uphold and support the highest academic standards, and students are expected to do likewise. Penalties for students guilty of academic dishonesty include disciplinary probation, suspension, and expulsion. (Texas A&M University-Commerce Code of Student Conduct 5.b[1,2,3]) Students who engage in plagiarism and copying acts that deserve official disciplinary actions are subject to academic sanctions.

Finally, a piece of advice: Learning Spanish is actually a medical device!

Research indicates that knowing and using two languages reduces your chances of developing dementia, including Alzheimer's disease. The scientists who studied this were motivated by earlier studies which showed that bilingualism enhances mental abilities in both children and older adults. Other studies show that studying languages can improve your memory and slow age-related decline in mental acuity. And studying another language makes you smarter! Your critical thinking skills will be improved as you learn to view things through a different lens. Learning a second language stimulates creativity!

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FECHA	ACTIVIDADES DE CLASE Y TAREAS
Lunes, 27 de agosto	Primer día de clase: Introduction to course and textbook.
Miércoles, 29 de agosto	Capítulo preliminar: ante todo 2-11: Saludos y expresiones, alfabeto, cognados, cómo es usted, nota cultural.
Viernes, 31 de agosto	12-17: Pronunciación, números, hay, gustos.
septiembre	
Lunes 3	Labor Day: no hay clase.
Miércoles 5	17-19: ¿Qué hora es? 20-21: Lectura Repaso y quiz (1) de Ante Todo
Viernes 7	Capítulo 1: En la universidad 24-31: Vocabulario, palabras interrogativas, pronunciación
Lunes 10	32-37: Singular and plural nouns, gender, articles Vocabulary quiz (2) Mañana acaba el plazo para la 1ª entrevista con el tutor.
Miércoles 12	38-44: Subject pronouns, present tense of –AR verbs, negations, ESTAR, por vs. de in expressing time of day
Viernes 14	45-57: Yes/No questions, rising intonation, inversion 50: Perspectivas culturales: Quiz (3) de comprensión lectora
Lunes 17	Capítulo 2: La familia 58-65: Vocabulario, acentos
Miércoles 19	66-71: Forms and placements of adjectives, forms of this/these Quiz de vocabulario (4)
Viernes 21	72-75: SER, porque vs. para
Lunes 24	77-78: Possessive adjectives
Miércoles 26	79-83: Present tense of –ER and –IR verbs Hoy acaba el plazo para la 2ª entrevista con el tutor.
Viernes 28	88: Perspectivas culturales Repaso para el examen 1
octubre	
Lunes 1	Examen 1 – Capítulos 1 y 2 <u>Workbook and Lab Manual due</u>
Miércoles 3	Capítulo 3: De compras 94-103: Vocabulario, números
Viernes 5	105-110: Pronunciación, demonstrative adjectives and pronouns Quiz de vocabulario (5)
Lunes 8	111-113: TENER, VENIR, PREFERIR, QUERER, PODER
Miércoles 10	120: Perspectivas culturales: Quiz (6) de comprensión lectora

	Repaso para el Examen Oral Mañana acaba el plazo para la 3ª entrevista con el tutor.
Viernes 12	Oral exam: conducted in pairs in HL 316. ¡No hay clase!
Lunes 15	Oral exam: conducted in pairs in HL 316. ¡No hay clase!
Miércoles 17	Capítulo 4: <i>En casa</i> 128-135: Vocabulario, pronunciación
Viernes 19	136-138: HACER, OÍR, PONER, SALIR, TRAER, VER Quiz de vocabulario (7)
Lunes 22	142-145: PENSAR, VOLVER, PEDIR
Miércoles 24	147-151: Reflexive pronouns
Viernes 26	154: Perspectivas culturales: Quiz (8) de comprensión lectora Hoy acaba el plazo para la 4ª entrevista con el tutor.
Lunes 29	Examen 2 – Capítulos 3 y 4 <u>Workbook and Lab Manual due</u>
Miércoles 31	Capítulo 5: <i>Las estaciones y el tiempo</i> 162-169: Vocabulario, preposiciones, pronunciación
noviembre	
Viernes 2	170-174: Present progressive: ESTAR + -ndo Quiz de vocabulario (9)
Lunes 5	175-179: ¿Ser o estar?
Miércoles 7	182-186: Comparisons
Viernes 9	183: Perspectivas culturales: Quiz (10) de comprensión lectora Repaso
Lunes 12	Capítulo 6: <i>¿Qué le gusta comer?</i> 198-203: Vocabulario Hoy acaba el plazo para la 5ª entrevista con el tutor.
Miércoles 14	204-205: SABER vs. CONOCER Quiz de vocabulario (11)
Viernes 16	207-211: Pronunciación, expressing <i>what</i> or <i>whom</i> , direct object pronouns
Lunes 19	213-216: Indefinite and negative words
Miércoles 21	217-221: Formal commands
Viernes 23	Día de Acción de Gracias. ¡No hay clase!
Lunes 26	Repaso de las secciones gramaticales del Capítulo 6
Miércoles 28	224: Perspectivas culturales: Quiz (12) de comprensión lectora
Viernes 30	Review and prepare for oral proficiency
diciembre	
Lunes 3	Oral exam: conducted in HL 316. ¡No hay clase!
Miércoles 5	Oral exam: conducted in HL 316. ¡No hay clase!
Viernes 7	Último día de clase: Repaso para el Examen Final 3 Hoy acaba el plazo para la 6ª y última entrevista con el tutor.
Lunes 10 10:30am-12:30pm	Examen Final 3 – Capítulos 5 y 6 <u>Workbook and Lab Manual due</u>

Note: This syllabus may be modified to accommodate unforeseen circumstances.



REGISTRATION INSTRUCTIONS

Your instructor, Ms. Marcela Payssé, invites you to enroll in the following course.

Course: SPA 131.001

Code: ABPT873

Books: Puntos de partida: Online Workbook, 8th Edition
Puntos de partida: Online Laboratory Manual, 8th Edition

CREATING A QUIA ACCOUNT

If you do not have an account, you need to create one. To do so, follow these steps:

1. Go to <http://books.quia.com> and click **Students**, then click **Create a new account**.
2. Select a username and password and enter your information, then click Submit.

Note: Remember to write down your username and password and be sure to select the correct time zone. Also, please enter a valid e-mail address so we can send you your password if you forget it.

ENTERING THE BOOK KEY AND COURSE CODE

Enter the book key and course code to complete the enrollment process. You may need to purchase a book key, you may already have a book key that you purchased separately, or you may already have activated the book for a previous course. Depending on your situation, use one of the procedures below. The course code is listed at the top of this page.

Once you have completed this step, the system lists the course and book on the Student Workstation home page. To enter additional books, enter a book key in the **Enter book key** field and click **Go**.

Note: Book keys can only be used once. Your book key will become invalid after you use it.

I need to purchase a book key

1. Go to <http://books.quia.com> and log in.
2. Click **Bookstore** at the top of the Student Workstation window.
3. Enter search criteria for the book and click **Search**.
4. Locate the book in the search results and click **Buy**.
5. Enter the course code, ABPT873, and click **Next**.
6. Proceed through the purchase process.

I already have a book key

1. Go to <http://books.quia.com> and log in.
2. Enter the book key in the **Enter book key** field at the top of the Student Workstation window and click **Go**.
3. Click **Confirm** to confirm your registration information.
The system displays the Student Workstation and lists the book under the **My books** heading.
4. Beside the book listing, enter the course code, ABPT873, in the **Enter course code** field and click **Go**.
5. If necessary, select a class (section) and click **Submit**.

USING QUIA

To access your Student Workstation in the future, go to <http://books.quia.com> and log in. Here, you can open your book, submit activities, view your results, and view your instructor's feedback. If you have any questions, contact Quia Support at <http://books.quia.com/support.html>