Instructor: Inma Cívico Lyon, Ph.D.
Office: Hall of Languages HL311
Office hours: Tuesdays 9:30-11:00 a.m. and 2:00-3:00 p.m.; Thursdays 9:30-11:00 a.m. and 1:00-2:00 p.m. (or by appointment)
Email: Inma.Lyons@tamuc.edu
Class Meetings: Tuesdays and Thursdays 11:00am-12:15pm – Hall of Languages HL201

Textbook & Materials:
- Connect: Online Workbook and Lab Manual to accompany Puntos de Partida 9th ed.
- Access to E-College course

Prerequisite: Spa 132 or equivalent by placement exam.

Course description:
Spanish 231 continues the introduction to Spanish language begun in Spa131 and Spa 132 focusing on the four language skills in a communicative framework: listening, reading, writing and speaking. Spa 231 completes the introduction to Spanish grammatical structures while expanding communicative skills and cultural knowledge obtained in previous courses. The concept of the subjunctive and its practical use in different communicative functions constitute the grammar core of this course. The class will be conducted primarily in Spanish.

Catalog description:
(SPAN 2311) Review of language fundamentals and continuation of conversation and composition. Emphasis on pronunciation, listening, and reading skills. Study of Hispanic civilization. Prerequisites: Spa 131 and 132 or consent of the department head.

Learning Objectives:
At the end of this course students should be able to:
1. Communicate in Spanish at the intermediate-low/intermediate mid level (ACTFL guidelines) utilizing a variety of language structures.
2. Understand essential points of Spanish written discourse at the intermediate level.
3. Understand main ideas and supporting details in general oral discourse.
4. Write social correspondence, take notes, and write cohesive summaries, short narratives and descriptions of factual nature.
5. Handle common social situations in Spanish and discuss main ideas of written texts.
6. Recognize and identify cultural perspectives, products and practices of the Hispanic world.
7. Recognize grammatical terms in English and Spanish as provided in Appendix I of Puntos de Partida.
Student Learning Outcomes (SLO):

Students will critically analyze, discuss and communicate information about cultural perspectives, practices and products of different Hispanic countries to increase their trans-cultural competence as global citizens in an interconnected and diverse world. This outcome will be assessed by an integrative evaluation of a group cultural presentation, according to the ACTFL Language Performance Descriptors: Presentational Mode at the Intermediate Range

Language Control: Control of language is sufficient to be understood by audiences accustomed to the language produced by language learners. With practice, polish or editing may show emerging evidence of Advance level language control

Vocabulary: Produces vocabulary on a variety of everyday topics, topics of personal interest and topics that have been studied.

Communicative Strategies: 1) Shows increasing awareness of errors and can self-correct or edit. 2) uses phrases, imagery or content. 3) simplify complex expressions. 4) use known language to compensate for missing vocabulary. 5) use references resources as appropriate

Cultural awareness: Uses some culturally appropriate vocabulary, expressions and gestures. Reflects some knowledge of cultural differences related to written and spoken communication

Evaluation:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Exams</td>
<td>39% (3 x 13%)</td>
</tr>
<tr>
<td>Online HW</td>
<td>12% (6 x 2%)</td>
</tr>
<tr>
<td>Writing activities</td>
<td>14% (2 x 7%)</td>
</tr>
<tr>
<td>Tutor interviews</td>
<td>10% (2 x 5%)</td>
</tr>
<tr>
<td>Cultural Presentation</td>
<td>10%</td>
</tr>
<tr>
<td>Oral exam</td>
<td>15%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Grading Scale

A=100-90  B=89-80  C=79-70  D=69-60  F=Below 59

Course Workload

1. Attendance & Participation
   - Participation and attendance are fundamental to succeed in this course. Attendance is mandatory. If you are absent more than three times, you will be given a warning. After six absences, you may be dropped from the course, depending on circumstances. Absences due to illness or unexpected situations count as absences. The only justified absences beyond the three allowed are those resulting from required participation in university events, hospitalization, or family emergencies of which the instructor has been notified by university officials. Please note that there is no participation grade given in this course; however, after three unexcused absences, your final grade will be reduced by 2 points per absence. Late work is not accepted.

Exams and quizzes cannot be made up.

- You should arrive on time. **Two late arrivals or early departures by more than 10 minutes equal one absence.** If a student arrives late, s/he needs to talk to the professor at the end of class to make sure that a tardy mark was registered in the class book instead of an absence. If a student misses 3 consecutive sessions and does not contact the instructor, s/he may be dropped from class.
- **You should not make travel/family/employment plans** that interfere with classes or exams since make up exams cannot be made in order to accommodate such plans.
- Student athletes, band members and members of other university sanctions should bring a letter from their supervisor or specific department **during the first week of class** indicating the dates they will miss class.
- Students who require special accommodations for religious holidays should make arrangements with their instructor **during the first week of class.**
- **Behavior:** All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.

2. eCollege at TAMUC
Spa 231 is a web-enhanced course through eCollege, the learning management system used by Texas A & M University-Commerce. Use of eCollege allows students:

- Obtain and print a copy of the course syllabus and schedule.
- Obtain different course documents through doc. sharing.
- Receive updates and communications.
- Check their grades through the eCollege gradebook.
- Talk to other students through the Virtual Lounge.

To use the eCollege features associated with this course go to: [https://leo.tamuc.edu/](https://leo.tamuc.edu/). You will need your CWID (Campus Wide I.D.) and password to log in to the course. If you do not know your CWID or have forgotten your password, contact technology services at 903-468-6000 or helpdesk@online.tamuc.org.

3. Exams
There will be **three chapter tests** (exam 1 = chapter 13-14, exam 2 = chapters 15-16, exam 3 = chapters 17-18) covering all course material, including vocabulary, grammar structures, listening, reading and writing. Tentative dates are indicated in the course schedule and may be modified as needed. Students requiring special testing accommodations must provide documentation to the Instructor during the first week of class. An **oral proficiency exam** will be conducted at the end of the semester to measure students’ speaking level. The oral exam will consist of an interview on topics presented in class. Students will prepare by actively participating in all class sessions, presenting their cultural report and attending the conversation meetings with the tutors. The oral exam will be conducted during the last week of classes in the instructor’s office hours. Please sign in at your earliest convenience.

4. Writing activities
There will be **two in-class writing assignments** based on covered material; the specific topics will be discussed in class. You will receive further instructions on these assignments. Compositions will be graded on accuracy of grammatical forms, use of diverse vocabulary, and quality of content (see ‘Writing rubric’ for more information). Students can use their dictionaries while completing the writing
Please check the schedule for relevant dates.

- You may not submit/re-write a paper or essay already submitted in this or another class for a grade, even if it is your own work. You may not seek tutoring or any other kind of help for the writing activities; only your instructor is authorized to give such help. Use of translation devices or services to complete a writing task is not allowed either. See section on Academic Dishonesty for more information.

5. Cultural presentation
The cultural presentation is an oral report based on cultural topics related to a Hispanic country found in each chapter of the textbook. Students, in groups of three, are required to prepare and present a short lecture using pictures, presentation boards, or Power Point. Graphic material should be accompanied by an oral explanation of the chosen topic. The oral presentation cannot be read. Presentations will take place in front of the class. Grading is based upon quality of the material, oral ability, grammar accuracy, and depth of content (see ‘Presentation rubric’ for more information). Topics are individually assigned the first day of class.

6. Online Homework
Homework is assigned to provide students with additional practice and review of the material. The Workbook exercises are essential to understanding the material presented in the textbook and in class. The Lab Manual will help practicing the four language skills. Workbook and Lab manual activities are to be completed online using the Puntos de Partida-Connect system. Students are responsible for completing the assignments by the due dates. The system will not accept late work for credit; a student still may do it for extra practice, however. See the ‘Registration in Connect’ for more information.

7. Tutor interviews
A series of three interviews are to be held with the two departmental tutors. Students must visit the tutors once a month at their offices and engage in a conversation of at least 15 minutes (expected: 20 minutes). Topics depend on the material covered in class; the focus will be on the chapters studied previously to each interview. Any other topics that students may want to bring in are welcome. Students will have to carry the weight of the conversation. Tutors will have sign-up sheets for students to set up an appointment for each interview (for appointments, go to room HL 119). Please organize your schedule to complete this activity on time.

8. Advising and tutoring
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.

Tutoring: In addition to the required five conversations with the tutors, tutoring is available in HL 119. Tutorials are free of charge and are offered daily. A sign-up sheet is on the door.

Advising: To declare a major, second major, or minor in Spanish, or for more information on our program, please contact Dr. Flavia Belpoliti at flavia.belpoliti@tamuc.edu or Dr. Dottie McIntyre at dottie.mcintyre@tamuc.edu.

9. Hispanic films showcase
Attendance to the film showings is considered an extra-credit activity; however, Spanish faculty considers this a very important event, and worthy of your presence. Attending the showcase will
expand your cultural experience and will provide you different perspectives of the diverse Hispanic cultures. In addition, attendance to this event will help your grade in this Spanish course, as you may earn 2 points per attendance to each of the films. These 2 points will be added to the exams’ grades following each film showing. Your instructor will provide the dates/times for the showings.

10. Some rules of the class
• Cellular phones and other electronic devices are to be turned off and stored away.
• No food is allowed in class.
• If you have special learning needs, please contact your instructor.

NOTE: if during a session you decide to use your cell phone, you will be asked to leave the classroom and you will receive an ‘absent’ for the session.

General information

eCollege at TAMUC
Spa 231 is a web-enhanced course through eCollege, the learning management system used by Texas A & M University-Commerce. Use of eCollege allows students:
• Obtain and print a copy of the course syllabus and schedule.
• Obtain different course documents through doc. sharing.
• Receive updates and communications.
• Check their grades through the eCollege gradebook.
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To use the eCollege features associated with this course go to: https://leo.tamuc.edu/. You will need your CWID (Campus Wide I.D.) and password to log in to the course. If you do not know your CWID or have forgotten your password, contact technology services at 903-468-6000 or helpdesk@online.tamuc.org.

Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal antidiscrimination 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
StudentDisabilityServices@tamu-commerce.edu

Academic Dishonesty: 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]). For further information please see the Academic Honesty Statement of the Department of Literature and Languages below.

**Discriminatory behavior**
A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

**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. Additional information about the examinations and internships is available at the Educator Certification office, 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 at the Testing Center in the One Stop Shop. 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 plan to complete credits 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.

**Student Grievance Procedure**
Students who have concerns regarding their courses should first address those concerns with the assigned instructor in order to reach a resolution. Students who are unsatisfied with the outcome of that conversation or have not been able to meet individually with their instructor, whether in-person, by email, by telephone, or by another communication medium, should then schedule an appointment with the Department Head or Assistant Department Head by completing a Student Grievance Form (available in the main office, HL 141). In the event that the instructor is the Department Head, the student should schedule a meeting with the Dean of the College of Arts, Sciences, and Humanities after following the steps outlined above; if the instructor is the Assistant Department Head, students should schedule a meeting with the Department Head. Where applicable, students should also consult University Procedure 13.99.99.R0.05 (“Student Appeal of Instructor Evaluation”).

Departmental Chain of Command: ENG 100/1301/1302: Instructor ☑️ Dr. Tabetha Adkins, Director of First-Year Writing ☑️ Dr. Susan Stewart, Assistant Department Head or Dr. Hunter Hayes, Department Head
Undergraduate ENG, JOUR, RTV and SPC courses: Instructor Dr. Susan Stewart, Assistant Department Head or Dr. Hunter Hayes, Department Head

Undergraduate and Graduate SPA courses: Instructor Dr. Flavio Belpoliti, Director of Spanish Programs Dr. Susan Stewart, Assistant Department Head or Dr. Hunter Hayes, Department Head

Graduate ENG courses: Professor Director* Dr. Susan Stewart, Assistant Department Head or Dr. Hunter Hayes, Department Head

*MA/MS-English: Dr. Susan Stewart
* MA/MS-Applied Linguistics with TESOL emphasis: Dr. Lucy Pickering
*PhD-English: Dr. Donna Dunbar-Odom

**Tentative schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>HW</th>
</tr>
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<tbody>
<tr>
<td>Sep. 1</td>
<td>Presentación del curso. Test diagnóstico.</td>
<td>Complete the student survey. Register your account in Connect</td>
</tr>
<tr>
<td>Sep. 3</td>
<td>Repaso general: presente, presente progresivo, pretérito, imperfecto y los mandatos</td>
<td>HW: leer pgs. 384-388 Connect Unidad 13</td>
</tr>
<tr>
<td>Sep. 8</td>
<td>Capítulo 13: El arte y la cultura</td>
<td>*9/10: Last day to add a class without Instructor &amp; Dean approval</td>
</tr>
<tr>
<td></td>
<td>Números ordinales, 388</td>
<td></td>
</tr>
<tr>
<td>Sep. 10</td>
<td><strong>Prueba de vocabulario 1</strong></td>
<td>HW: leer y estudiar pgs. 389-392 Connect Unidad 13</td>
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<td></td>
<td>El subjuntivo: introducción</td>
<td></td>
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<tr>
<td>Sep. 15</td>
<td>El subjuntivo de emoción y con ‘ojalá’, 389-392</td>
<td>HW: leer y estudiar pgs. 394-395 Connect Unidad 13</td>
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<tr>
<td></td>
<td>Presentación cultural: ‘Bolivia’ (modelo de presentación)</td>
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<tr>
<td>Sep. 17</td>
<td>El subjuntivo de duda y negación, 394-395</td>
<td>Connect Unidad 13</td>
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<td></td>
<td>Nota comunicativa, pg 397</td>
<td></td>
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<tr>
<td>Sep. 22</td>
<td>Resumen y práctica del subjuntivo, 398-400</td>
<td>Connect Unidad 13 (fecha límite)</td>
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<td>Telepuntos, 404. Lectura Cultural, 406.</td>
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<td>Presentación cultural: ‘Ecuador’ (estudiantes)</td>
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<tr>
<td>Sep. 24</td>
<td>Capítulo 14: Las presiones de la vida moderna</td>
<td>HW: Estudiar vocabulario del capítulo Connect Unidad 14</td>
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<tr>
<td></td>
<td>Vocabulario, 414-417</td>
<td></td>
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<tr>
<td>Sep. 29</td>
<td><strong>Prueba de vocabulario 2</strong></td>
<td>HW: Leer y estudiar pgs. 420-424 Connect Unidad 14</td>
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<tr>
<td></td>
<td>Nota Cultural, 418. Nota comunicativa, pg. 419</td>
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<tr>
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<td>Expresando ‘how long ago…’, 420-422</td>
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<td>Fecha límite para la 1era. visita al tutor</td>
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<td>Oct. 6</td>
<td>Telepuntos, pg. 434. Lectura Cultural, 436.</td>
<td>HW: Connect Unidad 14 (fecha límite)</td>
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<tr>
<td></td>
<td>Presentación cultural: ‘El Perú’ (estudiantes)</td>
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<tr>
<td></td>
<td>Repaso Examen 1</td>
<td></td>
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<tr>
<td>Oct. 8</td>
<td><strong>Examen 1, Capítulos 13 y 14</strong></td>
<td>HW: Estudiar vocabulario del capítulo Connect Unidad 15</td>
</tr>
<tr>
<td>Oct. 13</td>
<td>Capítulo 15: La Naturaleza y el Medioambiente</td>
<td>HW: Estudiar vocabulario del capítulo Connect Unidad 15</td>
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<td></td>
<td>Vocabulario, 444-449</td>
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<tr>
<td>Oct. 15</td>
<td><strong>Prueba de vocabulario 3</strong></td>
<td>HW: Leer y estudiar pgs. 455-456 Preparación Composición 1</td>
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<tr>
<td></td>
<td>Nota comunicativa, 450. Participio pasado, 451-453</td>
<td></td>
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| Oct. 20  | **Composición 1**  
| El presente perfecto, 455-460 | HW: Connect Unidad 15. |
| Oct. 22  | Telepuntos, 462. Lectura Cultural, 464  
|  | Connect Unidad 16 |
| Oct. 29  | Capítulo 16: La vida social y afectiva  
| Vocabulario, 472-475. Nota comunicativa, 474. | HW: Connect Unidad 16  
|  | Estudiar vocabulario del capítulo |
| Nov. 3   | **Prueba de vocabulario 4**  
| El subjuntivo en cláusulas adjetivas, 476-479. | HW: Leer y estudiar pgs. 476-481  
|  | Connect Unidad 16 |
| Nov. 5   | El subjuntivo en cláusulas adjetivas, 476-479  
| El subjuntivo en cláusulas adverbiales, 480-484 | HW: Connect Unidad 16  
|  | Fecha límite para la 2nda. visita al tutor |
| Nov. 10  | Telepuntos, 487. Lectura Cultural, 488  
| Presentación cultural: ‘Paraguay’ (estudiantes)  
| Repaso Examen 2 | HW: Connect Unidad 16 (fecha límite) |
| Nov. 12  | **Examen 2, Capítulos 15 y 16**  
| | HW: Connect Unidad 17 |
| Nov. 17  | Capítulo 17: Trabajar para vivir o...  
| Vocabulario, 496-500. Nota cultural, 497. | HW: Connect Unidad 17  
|  | Estudiar vocabulario del capítulo |
| Nov. 19  | **Prueba de vocabulario 5**  
| El futuro simple, 502-505. | HW: Leer y estudiar pgs. 508-512  
|  | Connect Unidad 17 |
| Nov. 24  | Fiesta del Día de Gracias  
| No hay clases | |
| Nov. 24  | El subjuntivo en cláusulas adverbiales de futuro, 508-512 | HW: Connect Unidad 17 |
| Dic. 1   | Telepuntos, 514. Lectura Cultural, 516  
| Presentación cultural: ‘Chile’ (estudiantes) | HW: Connect Unidad 17 (fecha límite)  
|  | Preparación para la Composición 2. |
| Dic. 3   | **Composición 2**  
| Capítulo 18: La actualidad  
| Vocabulario, 525-528. Nota cultural, 527. | HW: Connect Unidad 18  
|  | Estudiar vocabulario del capítulo |
| Dic. 8   | **Prueba de vocabulario 6**  
| El imperfecto del subjuntivo, 529-533  
| El condicional simple, 536-540 | HW: Connect Unidad 18  
|  | Exámenes orales |
| Dic. 10  | Telepuntos, 544. Lectura cultural 546.  
| Presentación cultural: ‘España’ (estudiantes) | HW: Connect Unidad 18  
|  | Exámenes orales*12/5: Last day of classes  
|  | Fecha límite para la 3ra. visita al tutor |
| Dic. 15  | **Examen 3, Capítulos 17 y 18**  
| 10:30-12:30 a.m.  
| Exámenes orales | *12/10: Connect Unidad 18 (fecha límite) |
Preamble. Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. Faculty members are expected to employ teaching practices that encourage academic honesty.

1. Academic Dishonesty Defined. Texas A&M University-Commerce defines “academic dishonesty” in the following way (Procedure A13.12 “Academic Honesty”): Academic dishonesty includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material.


   Plagiarism occurs when a writer deliberately uses someone else’s language, ideas, or other original (not common-knowledge) material without acknowledging its source. [...] Ethical writers make every effort to acknowledge sources fully and appropriately in accordance with the contexts and genres of their writing. A student who attempts (even if clumsily) to identify and credit his or her source, but who misuses a specific citation format or incorrectly uses quotation marks or other forms of identifying material taken from other sources, has not plagiarized. Instead, such a student should be considered to have failed to cite and document sources appropriately.

3. “Collusion” Further Specified. Collusion specifically includes selling academic products. According to the Texas Penal Code (Title 7 Offenses Against Property, Chapter 32 Fraud, § 32.50 Deceptive Preparation and Marketing of Academic Product), an “‘academic product’ means a term paper, thesis, dissertation, essay, report, recording, work of art, or other written, recorded, pictorial, or artistic product or material submitted or intended to be submitted by a person to satisfy an academic requirement of the person.”

   The Texas Penal Code also specifies that person commits a Class C misdemeanor offense “if, with intent to make a profit, the person prepares, sells, offers or advertises for sale, or delivers to another person an academic product when the person knows, or should reasonably have known, that a person intends to submit or use the academic product to satisfy an academic requirement of a person other than the person who prepared the product.”

4. Responsibility. Matters of academic dishonesty are handled initially by the instructor. If the instructor feels the problem warrants more attention, it should then be pursued through the department head. If the department head and instructor wish, it should be brought to the attention of the Dean of the college for study and review before being referred to the University Discipline Committee (adapted from Texas A&M University-Commerce Procedure A13.04, “Plagiarism”).

   Instructors may also Choose to refer cases directly to the University Discipline Committee (Texas A&M University-Commerce Code of Student Conduct 6.a[2]).

5. Statement for Course Outlines. Instructors of record in the Department of Literature and Languages are required to include an Academic Honesty statement in all course outlines. The following language is...
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))

6. This Policy supersedes Department of Literature and Languages Policy #12, “Plagiarism,” dated October 10, 1990, and will be effective until further notice.

7. The Head of the Department of Literature and Languages is responsible for maintaining this policy current.

Dr. Hunter Hayes, Head, Department of Literature and Languages
April 28, 2003