



SPA 1311: ELEMENTARY SPANISH I

COURSE SYLLABUS: SPRING 2019

INSTRUCTOR INFORMATION

Instructor: TBA

Office Location: TBA

Office Hours: TBA

University Email Address: TBA

Communication Response Time: TBA

(Important note: I will respond to emails within 24 hours during the workweek and by the next business day on weekends and holidays.)

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required

•De La Fuente, Martín & Sans. 2015. *Gente Nivel Básico* (3rd edition). Pearson. ISBN 9780134072944. Includes code access to MySpanish Lab. (NOTES: If you buy a used book, please acquire the MySpanishLab access code separately. It is mandatory to have the book, you will be asked to bring it to every class after the second week of classes.)

•A good Spanish-English Dictionary, such as *Harper Collins Spanish Concise Dictionary*. New York: Harper Collins, 2000 (or later edition).

Course Description

Spanish 131 is an introduction to the Spanish language and to the cultures of the Spanish speaking world. Linguistically, this course focuses on developing the four abilities necessary to learn a foreign language: listening, speaking, reading and writing. We understand that the cultural component is just as important as the linguistic one for learning to communicate effectively; therefore, students will also be introduced to the diverse cultures of the Hispanic world. Spanish will be used in class for practical purposes; however, English will also be employed to explain complex concepts.

Student Learning Outcomes

Students who successfully complete the course will:

1. Can communicate in spoken and written Spanish on everyday topics, using practiced and memorized words, phrases and simple expressions. Level target is Mid-Novice (ACTFL Proficiency Guidelines).
2. Can understand simple spoken and written Spanish discourse related to personal description, daily routines and general daily life topics. Level target is Mid-to-High Novice (AFTL Proficiency Guidelines).
3. Can present basic information on everyday topics and cultural content, using practiced and memorized words, phrases and simple expressions. Level target is Mid-Novice (AFTL Proficiency Guidelines).
4. Can demonstrate growing cultural awareness by identifying products and practices related to daily life, from diverse Spanish-speaking communities around the world. By completing this objective, students will demonstrate knowledge of the interconnectedness of global dynamics (issues, processes, trends and systems; QEP SLO #1)

Collection of Data for Measuring Institutional Effectiveness

In order to measure the level of compliance with the university's Institutional Effectiveness guidelines, I will collect some of the ungraded materials you will produce for the class. These materials will be part of a portfolio created on your behalf and will be measured to ensure that our program "promotes practices that result in higher student academic achievement; an enhanced student experience; aligned and transparent decisions; and readily available information for improvement, accountability, and accreditation" (Institutional Effectiveness, <http://www.tamuc.edu/aboutus/institutionalEffectiveness/default.aspx>). This is solely an assessment of program effectiveness and in no way affects students' course grades or GPAs.

GRADING

Assessments

Listening, speaking, reading and writing will be incorporated in each class period with the goal of attaining a High-Novice level of proficiency. The primary objective of the course grading assessment is to monitor the aforementioned Student Learning Outcomes (SLOs). A summary of SLOs and their relationship to the course is as follows:

What you will learn	How you will learn it	How you will demonstrate you have learned it.
SLO1	Classroom activities and homework	Quizzes, oral exams and homework grades
SLO2	Classroom activities and homework	Quizzes, oral exams and homework grades
SLO3	Classroom activities, homework and class projects	Class projects, oral exams and composition exams
SLO4	Classroom activities, homework and class projects	Quizzes, class projects and composition exams

Student's performance in the following areas will determine the final grade for this course:

1. PROJECTS (30% of the final grade)

Students will complete two projects that include writing and oral content utilizing all language topics practiced during the semester. The projects are creative tasks that allow the student to become more comfortable using Spanish in different communicative settings. Please see instructions and rubrics in MyLeo Online D2L for more information.

2. QUIZZES (30% final grade)

There will be a quiz at the end of each chapter (six quizzes total); the quizzes will focus on the understanding of spoken and written Spanish. The quizzes serve as a means to verify understanding of chapter content and to increase Spanish comprehension.

3. ONLINE HOMEWORK (18% of the final grade)

Homework is assigned every session to provide students with additional practice and review of the material. The textbook and worksheet exercises are essential components to understanding and practicing the material presented in class. The online “Gente” LabManual will help students practice the four language skills and increase understanding of the language. The online activities need to be completed using the “Gente”- MySpanishLab system. Students are responsible for completing the assignments by the due dates. The system will not accept late work for credit. However, a student may still complete the assignments for practice. See the ‘Registration in MySpanishLab’ for more information.

4. MID-TERM ORAL EXAM (10% of the final grade)

An oral interview will be conducted at mid-semester to measure students’ oral skills development. The interview will consist of a number of questions related to the topics discussed in class. See the “Interview Rubric” for details.

5. FINAL ORAL EXAM (12% of the final grade)

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, including cultural information, as well as a role-play activity.

6. Extra-credit

The Spanish Program at TAMUC presents a variety of events each Spring and invites you to actively participate. 3 extra-points will be granted after attending the event/s and completing the assigned activities.

Quizzes (6 x 6%)				36%
Online Homework (6 x 3%)				18%
Projects (2 x 15%)				30%
Project I	Part A	Part B		
	Planning	Class presentation		
	Draft			
	Composition			
Project II	Part A	Part B		
	Planning	Video		
	Draft			
	Composition			
Final oral exam				16%
TOTAL				100%

Final grades in this course will be based on the following scale:

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

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures

1. Attendance & Participation

- Participation and attendance are fundamental to succeed in this course. Attendance is mandatory. 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 are those resulting from: mandatory participation in university events; hospitalization; family emergencies of which the instructor has been notified. 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.

- You should arrive on time. Two late arrivals or early departures by more than 10 minutes equal one absence. If a student arrives late, she/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, she/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.
- No late work will be accepted in this course, without exceptions. Work should be submitted on the due date provided in the class schedule. Failure to submit an assignment on time will result in a zero (F) grade. In the case of an emergency or other reasonable situation which may affect your submissions or participation in assessments (quizzes, interviews, etc.), please contact me immediately.
- 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.

2. Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

3. Withdraws & Incomplete grade.

A student may drop a course by logging into his/her myLeo account and clicking on the hyperlink labeled "Drop a class" from among the choices found under the myLeo section of the web page. I reserve the right to drop a student from the course administratively for excessive absences or violations of the Code of Student Conduct. Incomplete grades (grade of "X") are granted only under rare and extraordinary circumstances which are fully documented; students requesting an incomplete grade should contact the instructor as soon as possible, provide all pertinent documentation, and sign the 'X' grade contract which details the coursework they need to complete to pass the class.

4. Grievance procedures.

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 Director of the Spanish Program, Dr. Flavia Belpoliti (flavia.belpoliti@tamuc.edu). If there are still unresolved issues, students need to schedule an appointment with the Department Head, Dr. Hunter Hayes, by completing a Student Grievance Form (available in the Department 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").

5. Extra-credit

The Spanish Program at TAMUC hosts a variety of events each spring, and invites you to actively participate. Up-to 3 extra-points will be granted after attending the event/s and completing the assigned activities.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette http://www.albion.com/netiquette/corerules.html](http://www.albion.com/netiquette/corerules.html)

TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

ADA Statement - Students 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 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: Rebecca.Tuerk@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-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.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

COURSE OUTLINE / CALENDAR

Date	Activities	Readings & Assignments (required before class)
WEEK 1		
1/14	Course presentation. Student Survey Why study Spanish?	
1/16	CAPÍTULO 1: GENTE QUE ESTUDIA ESPAÑOL Cap. 1: Cultura: Puerto Rico	Log in into My Spanish Lab website Read <i>Vocabulario y Consultorio gramatical</i> for Cap. 1
1/18	Cap. 1: Acercamientos, vocabulario	
WEEK 2		
1/21	Martin Luther King, Jr. Day (NO CLASS)	
1/23	Cap. 1: Interacciones, lectura	Online HW (due date: Tuesday, midnight)
1/25	Cap. 1: Gramática en contexto	
WEEK 3		
1/28	Cap. 1: Tarea grupal (repaso)	Online HW (due date: Sunday, midnight)
1/30	Prueba 1 / Cultura: México (C2)	
2/1	CAPÍTULO 2: GENTE CON GENTE Cap. 2: Acercamiento, vocabulario	Read <i>Vocabulario y Consultorio gramatical</i> for Cap. 2
WEEK 4		
2/4	Cap. 2: Gramática en contexto	Online HW (due date: Sunday, midnight) Mapa de palabras (p. 23)
2/6	Cap. 2: Interacciones	
2/8	Cap. 2: Lectura	
WEEK 5		
2/11	Cap. 2: Tarea grupal (repaso)	Online HW (due date: Sunday, midnight)
2/13	Prueba 2 / Cultura: Venezuela (C3)	
2/15	CAPÍTULO 3: GENTE DE VACACIONES Cap. 3: Acercamiento, vocabulario	Read <i>Vocabulario y Consultorio gramatical</i> for Cap. 3 Sign-up Sheets: Presentaciones Proyecto 1 Sign-up Sheets: Mid-term interviews
WEEK 6		
2/18	Cap. 3: Gramática en contexto	Online HW (due date: Sunday, midnight)
2/20	Cap. 3: Interacciones	Esquema/Plan: Proyecto 1
2/22	Cap. 3: Lectura	Read p. 46 (Canaima) y p. 47 (Isla de Margarita)
WEEK 7		
2/25	Prueba 3 / Borrador: Proyecto 1 (esquema)	Online HW (due date: Sunday, midnight)
2/27	Composición: Proyecto 1	
3/1	Composición final: Proyecto 1	Due date: Composición final, Proyecto 1
WEEK 8		
3/4	Presentación: proyecto 1	
3/6	Presentación: proyecto 1	

3/8	CAPITULO 4: GENTE DE COMPRAS Cultura: Argentina Cap. 4: Acercamiento	Read <i>Vocabulario y Consultorio gramatical</i> , C4 Read p.56, 59, 63, 69 (C4)
WEEK 9		
3/11	Cap. 4: Vocabulario	Online HW (due date: Sunday, midnight)
3/13	Cap. 4: Gramática en contexto	
3/15	Cap. 4: Interacciones (Formulating questions)	
WEEK 10		
3/18 - 3/22	Spring Break (NO CLASS)	
WEEK 11		
3/25	Cap. 4: Tarea grupal (repaso)	Online HW (due date: Sunday, midnight)
3/27	Prueba 4 / Cultura: Colombia (C5)	
3/29	CAPÍTULO 5: GENTE EN FORMA Cap. 5: Acercamiento, vocabulario	Read <i>Vocabulario y Consultorio gramatical</i> , C5
WEEK 12		
4/1	Cap. 5: Gramática en contexto	Online HW (due date: Sunday, midnight)
4/3	Cap. 5: Interacciones	Sign-up Sheets: Videos Proyecto 2
4/5	Cap. 5: Tarea grupal: guía para estudiantes (pairs)	
WEEK 13		
4/8	Cap. 5: Tarea grupal (repaso)	Online HW (due date: Sunday, midnight)
4/10	Prueba 5 / Cultura: El Salvador (C6)	
4/12	CAPÍTULO 6: GENTE EN LA CASA Y EN EL TRABAJO Cap. 6: Vocabulario	Read <i>Vocabulario y Consultorio gramatical</i> , C6
WEEK 14		
4/15	Cap. 6: Gramática en contexto	Online HW (due date: Sunday, midnight)
4/17	Cap. 6: Interacciones	Esquema/Plan: Proyecto 2
4/19	Cap. 6: Lectura	Sign-up Sheets: Final interview
WEEK 15		
4/22	Cap. 6: Tarea grupal (repaso)	Online HW (due date: Sunday, midnight)
4/24	Prueba 6 / Borrador: Proyecto 2 (esquema)	
4/26	Composición: Proyecto 2	
WEEK 16		
4/29	Review and practice for final interview	Due date for Proyecto 2: Video
5/1	Composición: Proyecto 2	Final interviews (office hours)
5/3	Composición final: Proyecto 2	Final interviews (office hours) Due date: Composición final, Proyecto 2
WEEK 17		
5/6 - 5/10	Final interview (TBA)	

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>