

Study and do the homework EVERY DAY!

Fall 2015

COURSE SYLLABUS

Spanish 1A: Elementary Spanish, 4 units

MTWTH 4:30 - 5:20 MRP 2030 (SPAN 1A, Section 4, Course Call #84231)

Instructors: Diana Lozano and Rosa Ramos
María Mayberry

Office Hours:

Rosa Ramos: M 2-3

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Course textbook and materials

1. Con Brío, (3rd ed.) **Volume 1** (with WileyPlus & Elec Activty Manual). María C. Lucas Murillo and Laila M Dawson 2013.

2. Print handouts in SacCT: **“Oral Proficiencies” a 15-page packet to bring every day.**

3. Dictionary (if you don't use the one in WileyPlus)

Failure to bring these required materials to class will result in deduction of points from class participation.

Catalog description. Beginning Spanish language with primary emphasis on the development of audio-lingual skills. Attention will also be given to the interrelatedness of language and civilization and culture. Additional attention will be given to the development of reading and writing. Students will be expected to spend several hours per week in the language laboratory. Not recommended for students with any previous study of Spanish. 4 units.

Student Learning Objectives/Outcomes for SPAN 1A. At the end of this course students can reasonably expect to:

1. Demonstrate that they are able to engage in conversations (express, describe, discuss, provide and obtain information) in culturally appropriate ways in the following areas:

- **You and the other students:** Greetings, introductions and saying goodbye; nationality and stating where you and others are from; descriptions of people; cognates; numbers 0-59; ex-changing phone numbers, e-mail addresses and birthdays; telling time, days of the week and dates.
- **Campus life:** classes and schedules; telling time of events; location of places on campus; classroom objects; colors; expressing to whom things belong; states of being and emotions; Spanish and Hispanic culture; professions; talking about going places; asking and answering questions.
- **Family, friends and habitual activities:** family and friends; possessions; age; habitual activities in the present; telling a friend what to do; descriptions of people (continue), places and things; marital status; family traditions, values, and trends in the Hispanic world.
- **Activities in your free time and future activities:** likes and dislikes, pastimes, and other habitual activities in the present; opinions, doubts and obligations; telling a friend what to do (continue); weather and seasons; talking about who and what you know; future activities, leisure activities in the Hispanic world.

2. Demonstrate that they are able to understand and interpret written language on a variety of topics.

3. Demonstrate that they are able to understand the culture where Spanish is spoken through comparisons of the culture studied and their own. They are able to perform internet searches in the language and explore the perspectives, products, and practices of the culture.

4. Demonstrate that they are able to understand the nature of Spanish through comparisons of the language studied and their own.

5. Demonstrate that they are able to understand and respond to simple statements and questions and participate in informal conversation within the cultural context.

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Method of Instruction. The course will be conducted in Spanish as much as possible—with some English explanation provided when necessary on grammatical structures— through lecture/presentation, daily pair/group (oral) activities, discussion of assigned readings and exercises, student-teacher interactions; memorized presentations; reading and listening to semi-authentic/authentic materials; the study of Spanish speaking countries' culture; interaction with Spanish language tutors; daily homework assignment and online activities on **WileyPLUS (WP)** and/or **Blackboard 9.1 (Bb)**.

All online activities are **due by 10 am** of the day marked in the course outline. **(Do not ask for changes!!!). Most of these activities will be asynchronous, so you may do them the night before the day they are due).**

Blackboard 9.1 (Bb). Students are expected to check **Bb** daily for **announcements**, homework and information regarding the **class**. **It is expected that you log on Bb on daily basis, and work on online assignments (WP and Bb).** It is your responsibility to check the online daily schedule and study these materials.

The “webonline” of this course is on **Wednesdays**. On those days, we will not be meeting in class, but there will be several activities online for you to do **by 10:00 am of the date marked in the course outline**.

You will need to sign on to **Bb and/or WP** to do the activities, and **we will count that as the attendance for the online days**. If you don't do the online activities that day they are due, you will be considered absent that day, and the absence will count toward the number of absences you are allowed. You are expected to work on any homework that is due up to that day and participate in any activities as directed by your instructors. Obviously, your instructors will be available for any questions via e-mail.

IMPORTANT: Do not use **Bb** to e-mail your instructors. The electronic addresses to use are:

Rosa Ramos: rar259@csus.edu

Diana Lozano: lozanoguzman@csus.edu

María Mayberry: mayberry@csus.edu

Grading Breakdown

• 3 Exams	45% (3 x 15%)
• Homework	20% (DO homework every day!!!!)
• Group Cultural Presentation	5%
• Interview 1	5%
• Final Exam (Interview 2)	15%
• Attendance and Class Participation	10%

Scores are rounded up or down, i.e., 82.5 will be considered an 83, but 82.25 will be an 82.

Grades are kept in numerical form until the end of the course, at which time they are averaged to determine the final letter grade (94-100=A, 90-93=A-, 87-89=B+, 83-86=B, 80-82=B-, 77-79=C+, 73-76=C, 70-72=C-, 67-69=D+, 64-66=D, 60-63=D-, and below 60=F). Please do not expect your instructor to give you a grade (letter or numeric) before this time. You may, however, ask to see your numerical scores of tests, quizzes, etc, at any time.

IMPORTANT:

An “I” grade is **ONLY** assigned when the student has completed most of the requirements for this course (85% of the course components). The student must be receiving at least a “C” on all other work. An “I” **cannot be assigned** when it is necessary for the student to attend additional class meetings to complete the course requirements, when the student has not kept a regular attendance (for example, if the student has **more than 2 absences in this course (1A)** as stated in the attendance policy below), or if the student has already been allowed to make up one assignment due to an **excused absence** (see make-up policies below).

Testing: Please note the day of the midterms and final exam on the course calendar. All exams must be taken when scheduled and not at other times—**No exceptions!**

Mid-term exams 45%. There will be 3 **mid-exams** for this course to be completed in 50 minutes each. Each exam will have the following parts: listening comprehension, grammar, reading comprehension, culture, vocabulary and writing. Exams will be mainly based on the material covered in class from *Con Brío* and any additional information (handouts, extra activities, etc.) provided by the instructor in class. Each exam will include vocabulary and grammar from previous chapters that you should be able to use.

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Final Exam. The final exam is the **second interview** in the semester to be done during approximately the **last week of instruction**. See “Oral Interviews” below for more information.

Homework and quizzes 20%. Some homework will be done **before class-time** (so you become familiar with new vocabulary and grammar) and some will be done **after class** (to review what was covered in class). There are more than 80 homework assignments for this course. Homework will help you to be ready to participate in class-time activities.

Homework assignments will be mostly from **Con Brío and WileyPLUS**, but there may be other homework (e.g. Assessments in SacCT, Internet searches, Oral Proficiencies, Cultural readings, quizzes, audio-recordings, etc.). Make sure to check the schedule for due dates. I recommend that you invent an **effective way to organize your homework** (e.g. binder, making copies, etc.) and **develop good study skills and habits** – Review what you learn every day!

These are the different types of activities that count as ‘homework and quizzes’:

- WileyPLUS exercises. Most of the homework will be done in the WileyPLUS site. You can do the exercises as many times as you want/need. For some assignments there may be assistance (‘see the textbook’ or ‘the correct answer’). However, the idea is for you to study **before** doing the assignments; therefore, if after second attempt you click to see the answers, you will have an 80% point potential. Please, read the Question Policies for each assignment.
- “Assessments” in SacCT. You can do the exercises as many times as you want/need up to the due date. I’ll count the **average grade** of all the trials.
- “Oral Proficiencies”. In SacCT, there is a package of questions for practicing conversation. See below under “Oral Proficiencies” for more information about this part of the homework.
- Some cultural readings will be assigned from the book.
- **Quizzes.** I will give several (grammar, cultural, and/or vocabulary) quizzes during the semester.

Due dates for WileyPLUS exercises and Oral Proficiencies are in the Course Outline (but all dates and assignments are subject to change).

Audio activities: These activities will enable you to gauge your pronunciation and the material covered in class and are a valuable tool for your self-assessment. Student will submit audio files (mp3 file) in the professor’s email (mayberry@csus.edu) once each week by Friday 5 pm.

Students can get assistance from the Student Technology Center (ARC 3007, 278-4403), which is part of IRT. Information about the center is available at their website: <http://www.csus.edu/irt/STC/index.html>

The Student Technology Center at ARC have Audacity – software that can record audio. Students will need to bring their own headset, but the center may have some to borrow, so they can check with the center first.

If you have your own computer, the following are links for a free download of an mp3 voice recorder:

Audacity : Audio Editor and Recorder at: <http://audacity.sourceforge.net/download/windows>

MP3 Audio Recorder Free at: <http://en.kioskea.net/download/download-3496-mp3-audio-recorder-free>

LATE HOMEWORK.

- **Wiley Plus.** If you do not complete the WileyPLUS activities by the due date, you can submit late homework, but there will be a 20% score reduction for late submissions.

- **Other homework (Oral Proficiencies or anything that is not included in WileyPlus).** One-day late homework will be based on 8 points of 10 as the highest possible score; two-day late homework will be based on 7 points of 10 as the highest possible score. Homework submitted more than two days later than the due date will NOT be accepted and will receive a zero.

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Suggestions to do your Homework:

- a. READ and understand what you are supposed to do. USE a dictionary.
- b. Use the book to help you do the homework. Do not lose points for not reading the instructions. Read and study the pages suggested in the Course Outline.
- c. **INCOMPLETE HOMEWORK.** You will have the option to resubmit* homework marked “incomplete”; in terms of grades, “incomplete homework” will be treated as Late Homework (see above).
- d. **REDO HOMEWORK.** Students have the option to re-submit* homework marked as “re-do” within 2 days of the due date.

* When you resubmit, you must present **both assignments (original and revised one, stapled together)** in order for you to receive credit for the redo.

DO NOT make it a habit of turning late or incomplete homework. Starting with the 5th late or incomplete homework, any late or incomplete homework **will be based on 5 points (out of 10) as the highest possible score.**

For homework from the book: a. Identify your homework on the **right top corner:** Name, date, chapter number, exercise number and page number. Example:

Nombre: John Doe

Fecha: 2 de octubre de 2008

Capítulo 5, ejercicio 1-1, página 148

b. Your homework should include **questions and answers.** Any homework that only has the answers will not be graded (that is, I will mark it as “Incomplete” and you will get a zero in that homework).

Oral Interviews 20%. Your ability to communicate in Spanish will be formally evaluated through two **interviews** with a partner and your instructor. Students sign up for a 20-minute time slot. Students need to prepare a 4 to 5-minute conversation with a partner using the Oral Proficiencies. Each person needs to ask at least five complete questions. Afterwards, your instructor will ask follow-up questions. Students must also come prepared to ask instructor at least two questions. **No written notes** may be used or referred to during the interview since the goal is to have a relatively natural exchange of information through simple oral communication.

- **Interview 1 (5%).** In order to accommodate all students, Interview 1 (one) will be on Wednesdays and/or during office hours.
- **Interview 2 (final exam). 15%.** Given time limitations and the large number of students to be evaluated, the oral interview is done with 2 students at a time, during approximately the last week of instruction.

IMPORTANT: The Oral Proficiencies will prepare you for the **oral interview** and for the **oral part of tests.**
**** You will receive more specific information from your instructor(s) about this part of your grade.

Oral Proficiencies (OP). 15-page packet. The oral proficiencies consist of a list of questions in SacCT that help you practice vocabulary and grammar in context while you **practice listening and speaking** skills in Spanish. **The due dates are in the course outline below; any changes will be posted on SacCT.**

1. **Print** out the OP from SacCT.

2. **Answer** each question in a word document. Enter the document in SacCT. Bring one copy to class for practice purposes. (No hand-written answers will be accepted!)

3. **Make 2 copies:** one to turn in to your instructor, and one for you to practice in class;

4. **Practice with a partner** in class so you will be ready to practice with your instructor.

Attendance and Class Participation 10%. Policy. We will follow the University Catalog regarding administrative drops, therefore, we will drop any student who, during the first two weeks of instruction, fails to attend any **two** class meetings (for courses that meet two or more times week) or one class meeting (for courses that meet once a week). ****

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Attendance policy after the first two weeks of the semester. In total, students are allowed to miss **FOUR (4)** classes for this entire course (SPAN 1A) **and do not have to give any reason for them (therefore, I do not need to see any doctors' notices).** Use these absences for when you are sick or for whatever reason because **these are the only absences that will not affect your grade.** If you are absent more than four times during the course, one point will be deducted from your final grade starting with the 5th absence. For example, if you miss seven times, you will lose three points off your attendance grade and final grade. **More than 12 absences in this course (SPAN 1A) will result in an automatic "F" grade.**

OJO: 2 TARDIES or 2 TIMES LEAVING CLASS EARLY equal ONE ABSENCE. If you know you cannot be on time for this class or are going to be missing more than two times, drop this class now and take it at another time/section/semester when you don't have any conflicts.

Attendance will be taken at least twice during each class meeting. Due to the nature and intensity of language courses, the emphasis on oral practice, participation, and the pace of the course, **attendance is mandatory.** Regular attendance at all class meetings and the LAB is expected and is very important for your success since everything that is said or done in class is considered "test material". The course meets three times a week and one day is online. All students are expected to arrive on time and participate actively for the entire class session. **Chronic tardiness and absences** will affect your attendance and participation grade. Therefore, in order to get the attendance and participation points **you must:**

- **avoid** excessive absences and tardiness because if you are not in class, you do not participate (see "Attendance Policy" above)
- come to class fully prepared (see "Preparing for class" below)
- volunteer to participate in all activities (see "Participation" below)
- turn off your cellular, your BlackBerry, your laptop, Ipod, pager and any other device not pertinent to the class.
- **avoid:** sleeping in class, reading the newspaper, coming late often, being distracted by your cellular, Ipod, etc.

Participation. This includes your preparation for class (do homework), your willingness to participate in all the activities in class, such as conversations with your instructor and with classmates and pair/group work. **The class period is devoted to speaking Spanish rather than to speaking about the language,** therefore, your preparation for class is very important.

Preparing for class. You are responsible for preparing the scheduled material **BEFORE** coming to class. This implies careful preparation of all homework assigned and material from the text, including grammar explanations and corresponding exercises.

Make-up policy on assignments done in class (compositions, interviews, Tests, and quizzes.) I may give **only one make-up per person during the semester** if you have an **excused absence** (see definition below) provided that attendance and participation have otherwise been regular (**more than 4 absences in this SPAN 1A is not regular attendance**). After that, any other assignments that you missed will have a zero.

Excused absences. In the event of an illness, documented emergency, etc., you will need to submit appropriate documentation of your illness and/or emergency to your instructor the next class meeting.

If the petition for make-up is **approved**, you must arrange a make-up time with the instructor within one week of the approval.

If the petition is **not approved**, you will receive a zero on the missed assignment.

Please keep in mind that petitions are only approved if the assignment is missed for compelling documented reason. Also, consider that there is only **one make-up per person during this course (SPAN 1A)**, therefore, it is wise to reserve make-ups for major assignments.

Extra credit:

- **All exams have one or two points as extra-credit.**
- **Cultural Event.** For up to 1.5 extra points in your final grade, attend an event related to the culture of countries (other than the USA) where Spanish is spoken. **Submit a one-page typed report in Spanish. In the report, you will contrast this cultural event with a similar cultural event in the United States. Mentioned similarities and/or differences.** The report has to be submitted no later than the next

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to the last Thursday of classes in the semester (December 3, 2015 for Fall 2015). The report will be graded on content (addressing similarities and differences between the events) and grammar (accents, spelling, etc.). You are encouraged to get your paper proofread it by a Spanish speaker.

Group Work and Scholastic Honesty

Working with other students is an extremely effective means of studying. Not everyone in the group needs to be at the same proficiency level. Get together with other students to practice conversation or to help each other understand the grammar explanations. Make sure, however, that you do not simply copy another student's work and turn it in as your own.

Cheating will not be tolerated. Turning in work that you did not write, for which you had considerable direct help from someone else, or which have translated by a translation service or computer program will be considered cheating. Anyone copying from others, allowing others to copy their work, or using information fraudulently obtained will receive an F in this class and will be reported to the Student Affairs Office.

How not to plagiarize. Go to <http://library.csus.edu/content2.asp?pageID=353>

Classroom Courtesy

Please use laptops, pagers, Ipods and cellular phones while in the classroom only for activities pertinent to the class. When your instructor is talking, you and other students need to listen. When your instructor provides time for pair and/or group work, you need to work with your partner or group. This is not the time to talk to your instructor about matters unrelated to the assigned activity, work on other assignments or talk in a language other than Spanish: these matters must be handled after class, during office hours, or by appointment. You will be asked to leave if you engage in any disruptive behavior.

Class Procedure and General Goals

The primary focus of this first semester of Spanish is the development of your ability to understand native spoken and written Spanish and to increase your skill at expressing yourself in basic everyday situations. Listening comprehension and reading are the basis for the sound acquisition of a foreign language. Remember that as a child learning your first language, you had lots of time to listen before you attempted to speak. Don't be impatient with yourself when you find that you can understand far more than you can produce. That is only natural—your speaking and writing abilities will always lag slightly behind your ability to understand. You cannot expect to acquire native-like competence in a foreign language in one or two years. You *can*, however, expect to be able to communicate with native speakers of Spanish even though you make mistakes. The goal of this course is communicative competence, not oral grammatical perfection. Grammatical perfection in reading and writing (for example in written homework, quizzes and tests), however, is possible and suggested as it will make your understanding of the language easier as time goes by. Therefore, it is recommended that, although we do not do **drill exercises** in class, you should spend time learning and memorizing the vocabulary and verbal forms covered in class. This class will use reading and writing activities to enhance your grasp of vocabulary and to provide you with opportunities to express yourself in Spanish.

Special needs

Services for Students with Disabilities (SSWD) offers a wide range of support services and accommodations to students based on appropriate documentation, nature of disability, and academic need in order to ensure equal access and opportunity to pursue their educational goals. In order to initiate services, students must submit medical or professional documentation to SSWD, Lassen 1008, (916) 278-6955. See details in the SSWD webpage at <http://www.csus.edu/sswd/>.

Before course accommodations can be made, a student needs to request accommodation to SSWD and provide a letter from SSWD to the instructor.

Please discuss your accommodations needs with us during office hours early in the semester.

****** Note: All dates and assignments are subject to change. I will announce the changes in class. If you miss class, your best bet for a quick response is to contact a classmate before the following class by phone,**

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or e-mail . If you e-mail us, you need to allow between 24 up to 48 hours for replies. On weekends, replies may take longer.

Information of 3 classmates to contact in case you are absent:

Name	e-mail and/or phone #

ATTENTION: Classroom time will be devoted almost solely to activities that will allow you to practice your skills of understanding and interacting in Spanish. Classroom time will generally not be spent doing grammar drills, translating, or listening to lengthy explanations of grammar. If you feel you need to be drilled more extensively in grammar, use the “Study Tools” section on the *Con Brío* website.

It is the responsibility of the student to seek any extra assistance that is needed for success in this class.

KEEP A RECORD OF YOUR GRADES (*calificaciones*)

	Calificación	Calificación X %**	Points
Examen 1 (15%)			
Examen 2 (15%)			
Examen 3 (15%)			
HWK (20%) *			
Group presentation (5%)			
Interview 1 (5%) *			
Final Exam: Interview 2 (15%)			
Att. and Participation (10%)			
TOTAL - 100 puntos			→

* Record all homework. You may need to use another piece of paper. Get an average (add them and divide by the total number of homework). Write the average under "Calificación".

** Multiply what you get in "Calificación" by the % and write the answer in "Points".

The total maximum points you will accumulate for the semester is 100. As the semester progresses, you may calculate how many points you have accumulated at any point.

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IMPORTANT: answer the questions and complete all information in this page. Turn it in no later than Thursday September 3rd, 2015 in order to receive a grade in this quiz.

Fall 2015

Spanish 1A: Elementary Spanish

Quiz 1 _____

Name _____

Section: _____

1. Briefly explain each of the 6 points in the "guidelines" to turn in homework.

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____

2. What is the policy for late homework?

3. What is the "attendance policy"? How many absences are you allowed per semester?

4. What is the "make-up policy"?

5. What are the "oral proficiencies"?

6. **Who** are you supposed to contact **first** if you miss class? **How**?

I, _____, acknowledge that I have read and understood the syllabus for SPAN 1A with Instructors Diana Lozano, Rosa Ramos and María Mayberry.

Signature

Date