

**California State University - Sacramento**  
**Department of World Languages - Spanish**  
Spanish 2A: Intermediate Spanish, 4 units: (Section 10, call 80930)  
COURSE SYLLABUS (from August 27th, 2016 to December 14, 2018)

M	6-8 Face-to-Face/Lab
W	6-8 Online Interaction* (Attendance will be taken)

\* We will only meet online **synchronously** from 6 to 7 pm. Notice that attendance will be taken **also** during the online days.

**Instructor:**

<b>Alba Boyer</b>
Office: MRP 2050
Office Hours: M 5:00-6:00 pm; W 9:00-10am; F 11:00am-12:30 pm or by appointment
Office Phone: prefer e-mail
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***I. Course textbook and materials:***

1. Specifically designed textbook and accompanying activities to be found online here.
2. Print handouts in SacCT: "Oral Proficiencies" and bring to class every day.
3. Spanish/English Dictionary

***II. Catalog description:*** Oral, auditory, and written practice based on more advanced dialogue material and on short stories, plays, and the like. Attention to the development of reading fluency and to the extension of both active and passive vocabulary. Meets the Foreign Language Graduation Proficiency Requirement. Prerequisite: One year of college Spanish, or instructor permission. 4 units.

***III. Objectives and description of this course:*** This section of SPAN 2A is the first course in an intermediate-level sequence specifically designed to cover Spanish used in the Healthcare professions. In this section, special attention is given to healthcare related vocabulary, concepts and situations. The course will review grammar and explore elements of the Hispanic cultures as pertinent to healthcare and related fields through oral communication, reading and written exercises. The main goal of this course is to develop communicative competence in the Spanish language as needed to interact in healthcare and related fields.

***IV. Student Learning Outcomes:*** At the end of this course students can reasonably expect to demonstrate that they have:

- 1) Developed communicative competence in Spanish as pertinent to healthcare and related fields;
- 2) Developed oral and written linguistic abilities in Spanish on a variety of topics such as meeting the patient, emergency room, mental health, pediatrics, adult issues for men and women;
- 3) Developed cultural competence (i.e., increased awareness and understanding of 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 related to healthcare.

**V. Method of Instruction.** This is a hybrid course with 50% of a Web-online component and 50% face-to-face (i.e., in the classroom/lab). We will be using two systems: 1) Canvas is where you will find homework, quizzes, videos, announcements (check daily); discussion boards and any other file we need to share with you; and 2) Zoom will be used for live online interactions via Zoom during the online days.

The course will be conducted in Spanish through lecture/presentation, daily pair/group (oral) activities, discussion of assigned readings and exercises, student-teacher interactions; memorized presentations; videos; the study of the cultures of Spanish speaking countries; daily homework from the book and/or Canvas such as readings, videos, discussion boards, writing assignments. It is your responsibility to check frequently the schedule and study the

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

All individual online activities in Canvas will be due by 10:00 am of the date marked in the course outline. (Do not ask for changes!!!).

All Zoom online activities will be due by 11:59 pm of the date marked in the course outline. (Do not ask for changes!!!).

You will need to sign on to **Canvas** to do the activities; **attendance will be counted on the online days as well as on the face-to-face 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 the activities as directed by your instructor. Obviously, your instructor will be available for any questions via e-mail.

**VI. Zoom Web Conferencing.** We will be meeting online via Zoom Web Conference. You can access the sessions through the link 'Zoom-SPAN 2A-meetings' in Canvas.

If this is your first time using Zoom, you are prompted to install the Zoom launcher. Follow the prompts on the screen to launch the virtual Zoom session.

The university has the following page with information about Zoom, including equipment recommendations: <https://support.zoom.us/hc/en-us>

**The following resources are available to help you with technology. For help, go to AIRC 2005:**

- **ACADEMIC TECHNOLOGY CENTER.** For more information, go to <http://csus.edu/atc/students.html>.
- **Information Resources and Technology.** It teaches students to use software needed to complete course assignments, access to open student computer labs or project rooms for group collaboration space and prints posters for free. To learn about all the services provided for students, go to <http://www.csus.edu/irt/index.html - students>

- *Student help.* If you need to report an issue, use the service desk online form by going to <https://csus.service-now.com/service/help>. You may also call 916-278-7337 or e-mail [servicedesk@csus.edu](mailto:servicedesk@csus.edu)

### VII. Equipment Requirements:

- Computer equipped with a Webcam and a Headset microphone.
- Headset microphone (required for audio participation). To eliminate audio feedback, please mute computer system speakers and utilize headphone to hear and participate in audio portion.
- A web camera (required for video participation) to broadcast video to other meeting participants.
- Quick Time Player installed in your computer to watched the video-lectures.

### VIII. Grading Breakdown:

• Class/Lab and Online Participation	20%
• 4 chapter quizzes (5% each)	20%
• Homework	25%
• Power Point - Presentation in Spanish	15%
• Interview 1	5%
• Final Exam (Interview 2)	15%

\*Please note: No late work will be accepted unless there is a **serious and documented valid excuse** that prevents the student from submitting an assignment/homework, taking a quiz, or doing the interviews.

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 (2A) 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).

### IX. Course components:

**a. Class/LAB and Online Participation (20%). *Regular participation is mandatory.*** The course is fast paced and new material is introduced at almost every class session. Excessive absences will affect your participation grade and final grade (see attendance policy below); that is, if you are not present, you cannot participate. However, attendance alone is not enough to grant you the participation points. For an “A” grade (20% of final grade) in Class Participation, students are expected to arrive on time, be prepared for class (do homework), participate actively for the entire session in all class activities (individual, pair/group work) and discussions and conversations in Spanish with your classmates and instructors, and have no more than **two** absences. The class period is devoted to speaking Spanish rather than to speaking about the language, therefore, your preparation for class is very important. **There cannot be make-ups for class participation.**

The following are some guidelines to get the participation points:

- **avoid** excessive absences, coming late often, sleeping in class, being distracted by your cellular, iPod, etc.
- **come to class fully prepared.** 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.
- **volunteer** to participate in all activities
- turn off your cellular, your laptop, iPod, pager and any other device not pertinent to the class.

**Group activities.** You will be assigned to small groups. All the members in a group must participate in the group activities. Make sure that your work shows the names of all the participants in your group. Remember to submit your work double-spaced.

**Attendance Policy during the first two weeks of instruction.** Students who fail to attend **any two class meetings** will be administratively dropped. \*\*\*\*

**Attendance policy after the first two weeks of the semester.** In total, students are allowed to miss TWO (2) classes for this entire course (SPAN 2A) 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 two times during the course, one point will be deducted from your final grade starting with the 3<sup>rd</sup> absence. For example, if you miss five times, you will lose three points off your participation and final grade. **More than 6 absences in this course (SPAN 2A) 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 (synchronous or asynchronous) 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 once/week in the classroom and once/week online. Chronic tardiness and absences will affect your participation grade.

**Make-up policy on assignments done in class** (compositions, interviews, Tests, and quizzes.) There will be **only one make-up per person during this course** if you have an **excused absence** (see definition below) if attendance and participation have otherwise been regular (*more than 2 absences in SPAN 2A course 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.

**IMPORTANT:** Please keep in mind that petitions are only approved if the assignment is missed for a compelling documented reason. A note from the Student Health Center *is not enough documentation* because it does not document the nature of the emergency/illness.

**b. In-class chapter quizzes (20%).** At the end of each chapter there will be a chapter quiz to be completed in class. You will have 20 minutes to complete each quiz. Please note the day of the quizzes on the course calendar. All quizzes must be taken when scheduled and not at other times—No exceptions! Quiz may have some or all of the following parts: listening comprehension, grammar, reading comprehension, culture, vocabulary and writing. Quizzes will be mainly based on the material covered in class from *the book* and any additional information (handouts, extra activities, etc.) provided by the instructor in class. Each quiz will include information from previous chapters that you should be able to use.

**c. Homework 25%.** Homework is how you practice what you learn in class. There are several homework assignments for this course from several sources: the book, Assessments in Canvas, Internet searches, Oral Proficiencies, Cultural readings, group work, 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’:

- From the book (research, presentations, dialogues, cultural readings, etc.)
- “Assessments” in Canvas. 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 Canvas, there is a packet of questions for practicing conversation. See below under “Oral Proficiencies” for more information about this part of the homework.
- I may give several (grammar, cultural, and/or vocabulary) quizzes during the semester.

**Oral Proficiencies (OP).** The oral proficiencies consist of a list of questions in Canvas that help you practice vocabulary and grammar in context while you practice listening and speaking skills in Spanish. The due dates will be announced in class and will be posted on Canvas.

- Type your answers for each question in a word document.
- Enter the document with answers in Canvas **and** bring one paper copy to practice in class and turn in to your professor. (No hand-written answers will be accepted!)
- Practice with a partner in class so you will be ready to practice.

*Suggestions to do your Homework:*

- *Do your homework with your book closed to check for comprehension and retention of the material.*
- **Double space your homework.**
- **READ** and understand what you are supposed to do. Do not lose points for not reading the instructions. Read and study the pages suggested in the Course Outline.
- **USE** a dictionary.
- Study vocabulary frequently (even vocabulary from previous chapters) and memorize it. Using new words to form new sentences will help you with the memorization process.
- Study grammar frequently (including grammar from previous chapters). Use the new grammar with vocabulary from previous chapters to form new sentences.

**LATE/Incomplete HOMEWORK/Assignment POLICY:**

- **Canvas.** If you do not complete the Canvas activities by the due date, you can submit late homework, but there will be a 30% score reduction for late submissions.

- *Other homework (OPs or anything that is not included in Canvas)*. One-day late homework will be based on 7 points of 10 as the highest possible score. I won't accept anything after that, and the grade for that homework will be a zero.
- *INCOMPLETE HOMEWORK*. Homework marked "*incomplete*" will not be graded and received a grade of a 0. You may re-submit, and your grade will be the average of the two grades.
- *REDO HOMEWORK*. Students have the option to re-submit\* homework marked as "*re-do*" ***the class meeting after you receive your homework back*** for a maximum of 7 points of 10. I won't accept anything after that, and the grade for that homework will be a zero.
- ***DO NOT make it a habit of turning late or incomplete homework.*** Starting with the 5<sup>th</sup> late or incomplete homework, any late or incomplete homework **will be based on 5 points (out of 10) as the highest possible score.**

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

*For handwritten homework:*

- 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
- Your homework should include questions **and** answers. Any homework that only has the answers will not be graded and marked as "Incomplete".

**d. PowerPoint Presentation 15%.** You will prepare a brief (10-12 slides) PowerPoint presentation in Spanish about a health topic related to Hispanic cultures. Your presentation must include at least 2 discussion questions at the end. You will then post the presentation on Canvas and lead a discussion on the Discussion Board or present in class with your group.

You will be graded based on how complete your presentation is (that is, whether you include all elements required by your instructor), as well as fluency, ***pronunciation in Spanish***, leading a discussion among your peers and answering their questions. Your instructor will provide a handout with the required elements to be included in the presentation.

**e. Dialogues/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 8 to 10-minute conversation with a partner using the Oral Proficiencies. Structure: 1) Each person needs to ask at least eight complete questions. 2) Your professor will ask follow-up questions. 3) 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. You will be graded based on how complete your dialogues are (that is, whether you include all elements and content required by your instructor), as well as fluency, follow-up questions, and ***pronunciation in Spanish***. Your instructor will provide a handout with the required elements and content to be included in the dialogue.

- ***DIALOGUE/Interview 1 (5%)***. In order to accommodate all students, Interview 1 will be during online days and/or during my office hours.



- **DIALOGUE/Interview 2 (final exam). 15%.** Given time limitations, the oral interview is done with 2 students at a time, during approximately the **last weeks of instruction**.

**IMPORTANT:** The Oral Proficiencies will prepare you for the Dialogues/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). ##-page packet.** The oral proficiencies consist of a list of questions in Canvas that help you practice vocabulary and grammar in context while you **practice listening and speaking** skills in Spanish. **The due dates will be announced in class and will be posted on Canvas.**

1. **Print** out the OP from SacCT.
2. **Prepare a written answer** to each question before practice time;
3. **Make 2 copies:** one to turn in to your professor, and one for you to practice in class;
4. **Practice with a partner** in class so you will be ready to practice with your professor.

#### *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 professor is talking, you and other students need to listen. When your professor 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 professor 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 Spanish course is the development of your ability to understand native spoken and written Spanish and to increase your skill at expressing yourself in situations relevant to healthcare majors/professions. 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 me during my 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, or e-mail . If you e-mail me, 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 #



### Spanish 2A Course Outline - Calendario provisional

	<b>Tarea: Activities and deadlines will be posted in Canvas day by day.</b> <ul style="list-style-type: none"> <li>• All <b>individual activities</b> are due by 10 am of the due date.</li> <li>• <b>Zoom activities</b> are due by 11:59 pm of the meeting/due date.</li> </ul> <b>IMPORTANT:</b> Read the pages before doing the assignments.	
Wk 1 <b>Cap 1</b>	8/27 <b>F2F:</b> Cap. 1 Introducción a la clase	8/29 <b>Zoom:</b> Cap. 1
Wk 2 <b>Cap 1</b>	9/3 <b>F2F:</b> <b>LABOR DAY – No class</b> <b>(do homework before this day)</b>	9/5 <b>Zoom:</b> Cap. 1 Practicar <b>OP2</b> en parejas. p. 21: Act. 17 y 18 (para presentar en clase)
Wk 3 <b>Cap 1</b>	9/10 <b>F2F:</b> Cap. 1	9/12 <b>Zoom:</b> Cap. 1
Wk 4 <b>Cap 1-2</b>	9/17 <b>F2F:</b> Capítulo 1 – Quiz 1 Begin Cap. 2	9/19 <b>Zoom:</b> Cap. 2
Wk 5 <b>Cap 2</b>	9/24 <b>F2F:</b> HEALS Celebration in Redwood Room (Union Building)	9/26 <b>Zoom:</b> Cap. 2
Wk 6 <b>Cap 2</b>	10/1 <b>F2F:</b> Cap. 2	10/3 <b>Zoom:</b> Cap. 2
Wk 7 <b>Cap 2</b>	10/8 <b>F2F:</b> Cap. 2	10/10 <b>Zoom:</b> Cap. 2
Wk 8 <b>Cap 2-3</b>	10/15 <b>F2F:</b> Capítulo 2-Quiz 2 Begin Cap. 5	10/17 <b>Zoom:</b> Cap. 5
Wk 9 <b>Cap 3</b>	10/22 <b>F2F:</b> Cap. 5	10/24 <b>Zoom:</b> Cap. 5
Wk 10 <b>Cap 3</b>	10/29 <b>F2F:</b> Entrevista 1	10/31 <b>Zoom:</b> Cap. 5
Wk 11 <b>Cap 3-4</b>	11/5 <b>F2F:</b> Cap. 5	11/7 <b>Zoom:</b> Cap. 5
Wk 12 <b>Cap 4</b>	11/12 <b>F2F:</b> Capítulo 5-Quiz 3 Begin Cap. 6	11/14 <b>Zoom:</b> Cap. 6
Wk 13 <b>Cap 4</b>	11/19 <b>F2F:</b> Cap. 6	11/21 <b>Zoom:</b> Cap. 6
Wk 14 <b>Cap 4</b>	11/26 <b>F2F:</b> Capítulo 6 – Quiz 4 Evaluaciones	11/28 <b>Zoom:</b> Trabajen en la presentación final y en las preguntas de discusión
Wk 15 <b>Cap 4</b>	12/03 <b>F2F:</b> PowerPoint Presentations/lead discussion	12/05 <b>Zoom:</b> Trabajen en su entrevista final.
Wk 16 <b>Wk of finals</b>	12/10: 5:15 to 7:15pm - <b>Entrevista Final</b>	