

Fall 2017

California State University - Sacramento
Department of Foreign Languages - Spanish

Spanish 121: Spanish for Professionals (Healthcare), 3 units: (Section 1, call 85111)

COURSE SYLLABUS

T 6-7:15 Face-to-Face/Lab

Th – Webonline Interaction*

Instructor:

María Mayberry
Office: MRP 2041
Office Hours: M & W 3-4 pm & T 4:30-5:30
Office Phone: prefers e-mail
e-mail: mayberry@csus.edu

* You are expected to work on the webonline day to complete your group activities.

I. Course textbook and materials:

1. *Advanced Healthcare Spanish Language and Culture*. Flores, Nuñez, Parés, Parra, Scorza. Free Open Source book available as pdf copies in SacCT. (required)
2. *Medicina y Servicios Médicos*. Woodford and Schmitt.
3. Dictionary

II. Catalog description: Designed to teach present and future public servants the necessary vocabulary and structures for effective communication in interviews, visits, etc. Some attention to local dialect differences. **Prerequisite:** SPAN 2A or equivalent. **Graded:** Graded Student. **Units:** 3.0

III. Objectives and description of this course: This section of Spanish for Professionals will focus on Healthcare Spanish and includes specialized themes and advanced communicative tasks appropriate for the Healthcare Professions. Building on the second year specialized language sequence (section 10 of SPAN 2A and SPAN 2B), this section of SPAN 121 is a third-year specialized language course that includes more advanced-level Healthcare materials, such as specialized vocabulary and expressions, as well as authentic materials in various Spanish varieties to supplement the materials. The course materials will also include **not commonly found healthcare themes**, such as healthy lifestyle, school health, mental health, acculturation of immigrants, healthy ageing, and environmental allergies, among others.

IV. Student Learning Outcomes: Upon successful completion of this course students will be able to achieve specialized language proficiency in Healthcare Spanish. Students can reasonably expect to demonstrate that they are able to:

1. Continue to develop written linguistic abilities in Spanish as evidenced by their ability to reports in Spanish on topics relevant to healthcare and related fields
2. Continue to develop oral linguistic abilities in Spanish as evidenced by their ability to prepare and deliver a Power-Point presentation in Spanish on topics relevant to healthcare and related fields
3. Gather evidence from critical sources (such as articles, books, newspapers, magazines, Internet) in the Spanish in order to explore the perspectives, products, and practices of the culture related to healthcare in order to continue to develop cultural competence (i.e., increased awareness and understanding of the culture where Spanish is spoken) through comparisons of the culture studied and their own.
4. Identify and analyze social and cultural factors (such as cultural beliefs and behaviors) that influence the practitioner-patient communication with Latino/Hispanic people and are relevant to the physical and emotional wellbeing and medical treatment of Latino/Hispanic people in the United States

V. Method of Instruction. 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 Blackboard 9.1 (Bb) such as readings, videos, discussion boards, writing assignments. It is your responsibility to check frequently the schedule and study the pertinent material.

This is a hybrid course and will be conducted as follows:

- 50% face-to-face: we will be meeting in the classroom and/or lab at the scheduled times.
- 50% Webonline component: you will be assigned to small groups to work on **group activities**. All the members in a group must participate in **each of the group activities**. Your group may choose to do the group activities using Google Docs or One Drive. Make sure that your work shows the names of all the participants in your group. Remember to submit your work double-spaced. **Attendance on the online days will be marked with the submission of your group work.** 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.

SacCT (Blackboard). SacCt will have homework, assignments, announcements, handouts, videos, discussion boards, etc. Students are expected to check e-mails and Blackboard Announcements daily for updates, assignments, and announcements regarding the class. You will have **individual homework** and **group homework** and need to sign on to Bb to complete them:

- **Individual online** activities in Blackboard will be due by 10:00 am, whether on Tuesdays (**before** class) or Thursdays. (Do not ask for changes!!!).
- **Group activities.** You are expected to work on the group activities on the Zoom days (Thursdays). The activities will be due by 11 pm as marked in the course outline (except for those activities done in class on F2F days). (Do not ask for changes!!!).

Please, seek any extra assistance needed to be successful in this class. Come to my office hours!

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

VI. Equipment Requirements:

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- Quick Time Player installed in your computer to watch videos.

VII. Grading Breakdown:

• Discussion & Participation (F2F/online)	20%
• Chapter quizzes	20%
• Homework	25%
• Power Point - Presentation in Spanish	20%
• Final Exam (Case Studies)	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).

VIII. 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, iPad, 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 BlackBerry, your laptop, iPod, pager and any other device not pertinent to the class.

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 121) 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 3rd 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 121) 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 121 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.

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.
- Review your submissions for spelling, grammar and punctuation.

LATE HOMEWORK POLICY:

- *SacCT*. If you do not complete the SacCT activities by the due date, you can submit late homework, but there will be a 30% score reduction for late submissions.
- *Other homework (anything that is not included in SacCT)*. 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.
- *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 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”.

PowerPoint Presentation 20%. 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 Blackboard and lead a discussion on the Discussion Board.

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.

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 that assignment (possibly in the class, too) 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.

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 #

DISCUSSION GUIDELINES

- **Participation in discussions policy.** The goal of the discussions to have a critical dialogue based on the readings and/or videos. The success of this dialogue depends on everybody's active participation. Therefore, students' participation in discussion sessions will be carefully evaluated.
- To help you to start thinking critically during the discussion sessions, follow the **discussion guidelines**:

Discussion guidelines (synchronous in class or asynchronous)

When you participate in the discussions, whether you are posting messages to the Asynchronous Online Discussion Board, VoiceThread or your are participating in the Synchronous Discussions in class, please follow these guidelines:

- A message that demonstrates substance contributes to the understanding and application of ideas by doing one or more of the following:
 - **Reflection about meaning:** Describe thoughtfully what something means or new insights it provides, or raise a question as a seed for clarification or further discussion.
 - **Analysis:** Discuss relevant themes, concepts, main ideas, components, or relationships among ideas. Or, identify hidden assumptions or fallacies in reasoning.

- **Elaboration:** Build on ideas of others or ideas found in the readings by adding details, examples, a different viewpoint, or other relevant information.
- **Application:** Provide examples of how principles or concepts can be applied to actual situations, or discuss the implications of theory for practice.
- **Synthesis:** Integrate multiple views to provide a summary, a new perspective, or a creative refashioning of ideas.
- **Evaluation:** Assess the accuracy, reasonableness, or quality of ideas.
- Try to find a balance between being concise and elaborating on your idea, while still clearly written. Most ideas can be stated in a couple of paragraphs, although sometimes a longer message may be needed to develop your thoughts adequately. Keep in mind that people are more apt to read and digest shorter messages than long ones.
- Think critically and ask questions of the text and of each other; build off of or otherwise make connections to other people's posts to further critical thinking. But, avoid just repeating other student's posts. If you think someone has made an especially cogent point and you want to say so, include the writer's name and explain why by adding a few sentences and describing your response or adding to the original point.
- Avoid posting simple two or three word statements such as "I agree" or "Good point". ***Critical discussion includes your opinion of items mentioned, but also includes the reasons*** you hold that opinion, and why it may be inconsistent or consistent with what you've learned. Justify your reasoning with facts and/or information from the readings and your experience if they are relevant to the discussion.
- Be respectful. ***Please avoid language that is—or that could be construed to be—offensive toward others.*** At the same time, be open to having your ideas challenged.
- The instructor reserves the right to remove any discussion messages that display inappropriate language or content.
- Disagree with people's ideas, not the people themselves. It's fine to disagree with someone, but please respect their right to have different ideas, opinions, and beliefs. ***Please avoid personal criticism.***
- Use complete sentences and proper spelling and grammar.
- For **synchronous discussions**, you need to type your answers to the questions provided by your instructor in the video-lectures.
 - Post the answers in SacCT in the folders provided each week. Answers must be posted by 10 am of the day specified on the schedule (*calendario provisional*).
 - You will **also bring your typed answers to class** on the day specified on the schedule (*calendario provisional*). Your answers will be the starting point of the in-class discussion with your classmates.
- For **asynchronous discussions**. There will be several asynchronous discussions using the Discussion Forum Boards in SacCT. For every asynchronous discussion session, you will have to contribute with 3 postings. All postings will be due by 11 pm of the due date indicated in the schedule (*calendario provisional*):
 - i. **Posting 1:** This initial post will answer the prompt question(s).
 - ii. **Postings 2 and 3:** Posting 2 will respond to one of your classmates' postings. Posting 3 will respond to a different classmate's posting.

IMPORTANTE: Leer los capítulos y ver los videos ANTES de cada clase. Si hay vocabulario y/o terminología que no entienden, hay que buscarla en el libro, en otros libros que tengan de referencia o en el Internet.

Spanish 121 Course Outline - Calendario provisional

	Tarea: Activities and deadlines will be posted in SacCT day by day. <ul style="list-style-type: none"> • Individual activities are due by 10 am on the Tuesday <i>before</i> class. • Group (Zoom) activities: due by 11 pm on the Thursday marked in the calendar. IMPORTANT: Read the pages before doing the assignments.		
Wk 1	8/29 F2F: Cap. 1 Introducción a la clase	Wk 9	10/24 F2F: Cap. 7
	8/31 Zoom: Cap. 1		10/26 Zoom: Cap. 7
Wk 2	9/5 F2F: Cap. 1	Wk 10	10/31 F2F: Cap. 8
	9/7 Zoom: Cap. 1		11/2 Zoom: Cap. 8
Wk 3	9/12 F2F: Cap. 2	Wk 11	11/7 F2F: Cap. 9
	9/14 Zoom: Cap. 2		11/9 Zoom: Cap. 9
Wk 4	9/19 F2F: Capítulo 3	Wk 12	11/14 F2F: Capítulo 10
	9/21 Zoom: Cap. 3		11/16 Zoom: Cap. 10
Wk 5	9/26 F2F: Cap. 4	Wk 13	11/21 F2F: Trabajen en la presentación final y en las preguntas de discusión
	9/28 Zoom: Cap. 4		11/23 Zoom: THANKSGIVING
Wk 6	10/3 F2F: Cap. 5	Wk 14	11/28 F2F: Evaluaciones
	10/5 Zoom: Cap. 5		11/30 Zoom: Trabajen en la presentación final y en las preguntas de discusión
Wk 7	10/10 F2F: Exam 1	Wk 15	12/5 F2F: PowerPoint Presentations/lead discussion
	10/12 Zoom: Exam 1		12/7 Zoom: PowerPoint Presentations/lead discussion
Wk 8	10/17 F2F: Cap. 6	Wk 16 Wk of finals	12/12 Examen Final (Case Studies) 5:15 – 7:15pm
	10/19 Zoom: Cap. 6		