**SPN 1120 & 1121 Elementary Spanish I & II**

**Fall 2019**

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| **Instructor:** | **Amarilis Fernandez** |
| **Telephone:** | **N/A** |
| **College** | **Valencia (West Campus )** |
| **Office Hours:** | **Thursday (5:30-6: 00 pm)** |
| **E-mail:** | **Afernandez26@valenciacollege.edu** |
| **CRN**  **Location** | **15312**  **WC-005 Room 253** |

**REQUIRED TEXT: Blanco (2017).  Portales 1st Ed. Loose-leaf text and online code (w/ eCompanion) 24-month access.  
ISBN: 978-1-68004-196-5**

***Homework in VHLCentral.COM***

**You can purchase the text at:**

1. **The Valencia Bookstore: *-It is recommended that you purchase the textbook at the Valencia Bookstore.  By doing so, you are guaranteed to receive the book and the online access that is required for the course.  If you purchase the book online from an outside vendor such as Amazon, you are not guaranteed to receive the book and online access that is required for this course.***

**Or**

**Students may go to this website and purchase their textbooks directly.**

[**http://go.vistahigherlearning.com/e/47182/school-valenciacollege/4sz8z8/1088754407**](http://go.vistahigherlearning.com/e/47182/school-valenciacollege/4sz8z8/1088754407)

**Optional and/or recommended:**

**Spanish –English dictionary, (Cuyás, Collins, Larousse, Oxford, or Vox).**

**On-line requirements and proficiencies:   
Internet browsing, file management, typing and word processor editing. A computer with a microphone will be required for this course. If you have difficulty obtaining the proper computer equipment you may use the following computer labs. Not having the proper equipment is not an excuse for not doing your homework. There are computer labs on all campuses that are available for you to use.  
West Campus: Computer Access Lab 6-101 (located inside the library)  
East Campus: Language Lab 4-104 ( located inside the library)  
Osceola Campus: Library lab 1-131  
Winter Park: Library RM. 140**

**Course Description:**

**For students without two years of recent high school, Spanish completed within the last three years or department approval. The class will emphasize everyday use of the language, integrating basic grammar, vocabulary, composition, and culture through a conversational approach to Spanish. This class is not open to native or heritage or native speakers. Please see definition of Native and Heritage Speakers on the Class Competencies of the syllabus. A minimum grade of “C” is required if being used to satisfy the General Education Foreign Language proficiency requirement**

**Course Objectives:**

**Our objective is for students to achieve a novice level of proficiency in the target language (in writing, speaking, reading, and listening) as well as some awareness of the Hispanic culture, which will allow students to continue to the next course. In addition to competencies acquired at the end of this course, at the end of the semester, you will be expected to be able to use the target language at an intermediate - novice level by the end of the semester.**

**Core Competencies:**

**In addition to our program competencies, Valencia faculty has defined four interrelated competencies (Value, Think, Communicate, and Act) that prepare students to succeed in the community. These competencies are outlined in the College Catalog. In this course, through classroom lecture and discussion, group work, and other learning activities, you will further develop your mastery of these core competencies.**

**Class Competencies:**

**This course will develop your mastery in the following areas: Reading skills (literal/critical comprehension); listening skills (literal/critical comprehension); speaking skills (composing and transmitting the message, using oral skills suitable to topic, purpose, and audience).**

**NATIVE SPEAKERS AND HERITAGE LEARNERS:**

**• SPN 1120 (Elementary Spanish I), SPN 1121 (Elementary Spanish II), SPN 1000 (Conversational Spanish I), SPN 1001 (Conversational Spanish II) are classes specifically designed for non-native speakers or non-heritage learners. If you are a native speaker or heritage learner, this class is not for you.  
• *A native speaker* is one who was born and raised in a Spanish-speaking country and has studied the language formerly in elementary school and/or high school in a Spanish speaking country.  
• *A heritage learner* is one who was born in the United States or moved to the United States from a Spanish-speaking country at a very young age, has never formally studied the language, but speaks/spoke Spanish at home. A heritage learner can communicate orally with a limited vocabulary but has not fully developed writing or reading skills. In addition, proper sentence formation, correct grammatical usage, and good pronunciation are usually lacking in their conversation.  
• In short, “a student who is raised in a home where a non-English language is spoken, who speaks or merely understand the heritage language and who is to some degree bilingual in English and the Heritage language” (Valdes, 2000)  
• If you are *a* *native speaker,* this class is not for you. It is strongly encouraged that you take another language class such as Portuguese, French, German or Latin. Another option is to take the CLEP (College Level Examination Program) Test which awards college credit for demonstrating achievement in a subject by means of a computer-based exam.  
• If you are *a Heritage learner*, Valencia has created a course for you that will count as Foreign Language credit. This course is called Spanish for Heritage Speakers I and II (SPN 1340 and SPN 1341). These classes are designed for students who have some level of fluency but wish to become more fluent, become better readers in Spanish and become better at expressing themselves orally and in written form in Spanish all while improving their vocabulary and grammar. SPN 1340 will be offered to both Native Speakers and Heritage Learners. One of the preliminary assignments is to write a writing sample. If the results of this exam indicate that you are indeed a Native speaker or Heritage learner, you will be asked to drop the course. If you do not, you will be dropped administratively. If the results of this exam indicate that you belong in Elementary Spanish but later your work indicates that you are a Native speaker or Heritage learner, you will be dropped from the course. That is to say, it is within your best interest to do your very best on the placement exam so that in the event you are a Native speaker or Heritage learner you will have time to register in a different class or take the CLEP test. If you do not do your very best on the placement exam and weeks into the semester you demonstrate that you are a native speaker or Heritage learner, you will be dropped from the course leaving you no time to register for another class.  
• For Elementary language courses, we don’t allow students to use any elements of the language that we are not specifically learning in the class. Why is this? Because this is a good indication that somebody else is doing their work for them or they are using an online translator. If this happens, they receive a very low grade or a zero. For students that have some level of fluency (Native speakers or Heritage learners), it is inevitable that they use elements of the language that is not in our learning parameters. They as well, receive a low grade or a zero. As a result, in order to get a good grade, Native speakers and Heritage Learners feel forced to use a level of the language that is lower than their level of proficiency. As a result, no real learning is taking place. For this reason, we offer many other languages or Spanish for Heritage Speakers.**

**TWO WEBSITES:  
We will be using Canvas and Supersite. The online component of our textbook is called the Supersite. The following link is student instructions on how to register on the Supersite.  
https://www.vhlcentral.com/section/51c5af32-1473-40e4-b6f7-c46076f610ca/student\_instructions  
You will be using the Supersite for the following:  
o Viewing tutorials  
o Seeing what Supersite assignments are due and when  
o Doing Supersite activities  
You will be using Canvas for the following:  
• Viewing grades  
• Obtaining worksheets  
• To access the syllabus, Journals, and Practice Quizzes.**

**Attendance:**

**Regularity in classroom attendance is vital to academic success. Students who do not maintain regular attendance and who fall behind in their work are subject to withdrawal by the instructor.**

**ATTENDANCE:**

**# Absences                 points                         #absences                   points**

**0                                  100                                          6                      70**

**1                                  96                                            7                      66**

**2                                  90                                            8                      60**

**3                                  86                                            9                      56**

**4                                  80                                            10                    50**

**5                                  76                                            11 +                 48**

**Withdrawal Policy**

* **Per Valencia Policy 4-07 (Academic Progress, Course Attendance, and Grades, and Withdrawals), a student who withdraws from class before the established deadline for a particular term will receive a grade of “W”.**
* **A student may withdraw at any time during the term in Atlas up until the withdrawal deadline of (See Schedule.)**
* **After the withdrawal deadline, students can no longer withdraw themselves**
* **Any student knowing that he/she is not going to pass the course stops coming to class will receive an F for the course unless he/she withdraws himself before the withdrawal date of (See Schedule).**
* **Withdrawing from a course is the student’s decision. The professor may recommend to drop or stay in the course however by making these statements is by no means guaranteeing a passing or failing grade.**
* **The professor will not withdraw any student at any time.**
* **It is the responsibility of the student to withdraw himself/herself**

***If a student knowing he/she is not passing the course but fail to withdraw by (SEE Schedule)   but decides to stop coming to class should know the professor will not withdraw him/her from the course and the grade of F will be assigned.***

**Method of Instruction:**

**The course will be taught through a combination of lecture, hands-on classroom exercises, and homework assignments. Students should not assume that there will be class time to complete homework assignments.**

**Grading: Your grade will be calculated as follows for each course.**

|  |  |
| --- | --- |
| **Attendance/Class Participation**  **Supersite Assignments** | **100 points   10%**  **100 points---10%** |
| **Speaking Assessments (15  points each one)** | **30 points   15%** |
| **Writing ( 10  points each one )** | **20 points   15%** |
| **5 Chapter Test (50 points each one)**  **Quizzes  (15 points each one)**  **Practice Quizzes and Journals** | **200/30points   15%**    **10%** |
| **Final Exam** | **100 points   25%** |

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| **GRADING: Your grade will be calculated as follows:** | |
| **90-100** | **A** |
| **80-89** | **B** |
| **70-79** | **C** |
| **60-69** | **D** |
| **59 - 0** | **F** |

**Exams:**

* **Throughout the course, you will have chapter exams and quizzes**
* **There will be NO MAKE-UP EXAMS regardless of excuse. If you miss ONE exam, regardless of your excuse, it will be considered your lowest exam grade and will be dropped. All other exams will be calculated into your grade.**
* **There will be 5 formal assessments (chapter exams/quizzes)**
* **You cannot use notes or your book**
* **You cannot leave the room once you’ve begun the exam. If you leave the room during the exam, you must turn in the exam with the assumption that you are finished.**

**. Any medical emergencies must be documented and will be handled on a case by case basis. \*Death in the family must be documented.**

**Writing:**

**Writing assignments will be given to evaluate the students’ writing skills. These writing assignments are designed to evaluate the progress of the student and the student alone. Writing assignments will be assigned in class.**

**- DO NOT WRITE IN ENGLISH FIRST AND ATTEMPT TO TRANSLATE. This usually results in using an online translator or using a Spanish-speaking friend to translate it.**

**- This is an elementary Spanish class. All writing assignment should contain the material that we are learning in class….nothing more, nothing less.**

**- If there is anything in your paper that would indicate to the professor that you used a translator or a Spanish-speaking friend/family member, YOU WILL RECEIVE A ZERO on the assignment with no chance of a make-up. This matter will not be up for discussion or debate. It could also result in you being dropped from the class or expulsion from Valencia College. (Indicators are sentence structure, grammar/verb conjugation not covered in class, advanced vocabulary, slang, etc.). IT IS BETTER TO DO YOUR OWN WORK AND LEARN FROM YOUR MISTAKES AND LOSE A FEW POINTS THAN GET A ZERO AND LEARN NOTHING**

**- Writing activities are due on the day the professor specifies. This means that you come to class with the writing assignment in your hand ready to hand in.**

**- All writing assignments are to be typed using 14 font and double spaced. Papers that do not include this criteria will not be accepted.**

**- All writing assignments are to be ‘clean’. There should be no writing, words scratched out, etc on your writing assignments. Writing assignments that are not ‘clean’ will not be accepted.**

**- Do not ask if you can turn in an assignment late.**

* **LATE WORK WILL NOT BE ACCEPTED REGARDLESS OF YOUR EXCUSE. It is your responsibility to manage your time wisely and to have a working computer. You will receive a ZERO if work is not handed in on time. The rubric for writing assignments is attached to this syllabus.**

**Homework in Supersite**

***The supersite can be found at VHLCentral.com. This is the online component of the textbook where you will do many of the activities of the course and keep track of your grade.* The assigned activities will be listed on the calendar of the website. The activities will include extensive grammar-driven practice, vocabulary practice, listening practice, oral communication activities, reading activities as well as activities to develop your oral proficiency. These activities will assist the student in internalizing the material they have learned. Homework will be completed on the dates that appear in the calendar in VHLCentral.com. There will be homework most days of the week. This is to ensure that you are staying in touch with the course on a daily basis.**

**For further instruction with the Supersite, please refer to this link.**

[**http://www.vhlcentral.com/section/212218/student\_instructions**](https://webmail.valenciacollege.edu/owa/redir.aspx?C=CBeiF7UYA0y03yUREPx683u2gUOUNtEI-lZ6XjDLeeQt_J3tuLwkb3ZWwIuNT4uv6jAgBJDyNj0.&URL=http%3a%2f%2fwww.vhlcentral.com%2fsection%2f212218%2fstudent_instructions)

**Some things to remember in regards to the Supersite**

1. **THE PROFESSOR WILL NOT REMIND YOU EVERYDAY TO DO YOUR HOMEWORK.**
2. **You may submit up to ONE day late on the Supersite. This will result in a deduction in your grade for those assignments.**

**In other words, please be responsible and manage your time wisely and make sure you have a working computer. Remember, there are computer labs on all Valencia Campuses that are available to you the student.**

**III. Submissions that appear to have been done by somebody else (i.e. a native speaker, google translate) will receive a grade of zero.**

**Assignments: All assignments are due on the specified date in VHLCENTRAL.COM, and Canvas.  Being absent to class is not an excuse to turn in your Assignments late. Make sure you contact a classmate – e-mail or phone – to get the information you missed. Calling me or e-mailing me only and not receiving a prompt response will not be an excused absence.**

**Final Exam:**

**THE FINAL EXAM is 100 points. Class participation and perfect attendance do not mean that you will pass the course*.* You will take one final comprehensive exam. The final exam will cover chapters (SPN1120 Chapters 1 to 5) (SPN1121 Chapters 5 to 10). Students who do not take the final exam will receive an F in the class.**

**Speaking Assessments  
  
• You will be asked to do presentations in class based on the vocabulary,  
grammar and sentence structure we are learning.  
• The rubric is attached to the syllabus  
• On some occasions, you could be asked to submit a writing  
• Use only what we are learning in class. Do not use vocabulary that we  
haven’t learned, advanced grammar, advanced sentence structure or  
slang. This is an indication that you are not doing your own work.  
• A powerpoint will be required for some presentations  
• You are allowed to put one word per slide on your powerpoint  
• If you are absent the day you are scheduled to do your presentation, you  
will be permitted to make it up the next class but with a 20% deduction in  
points**

**Participation: Participation grade is separate from attendance. You have to be willing to participate and ready with your work every day. This is not the place to sleep or to do homework from other classes.**

**Participation in class involves a number of variables, including but not limited to:**

* **Your use of Spanish in the classroom.**
* **Your willingness to participate actively in *all* class activities.**
* **Your cooperation during group and pair work.**
* **Your respect and attitude toward the class and your peers.**
* **Your daily preparation for each class.**
* **Your instructor may assign *written homework that will be collected and graded; these***

***Assignments form part of your participation grade***

**Participation does not mean interrupting the class, leaving the room and coming back, and/or just asking questions.**

**CLASS PARTICIPATION:**

**A (90-100)       Student prepares for the lesson, volunteers answers, responds correctly.**

**B (89-80)         Student responds when called upon; answers are generally correct.**

**C (79-70)         Student has some problems with the subject but makes an effort to be**

**Prepared, understand, and respond.**

**D (69-60)         Student does not respond correctly, is not prepared for class, does**

**Not have materials ready, and is absent frequently.**

**F (59-0)            Student can’t answer questions, does other things not concerning class,**

**and is absent most of the time.**

***ACADEMIC HONESTY:***

**Student Conduct and Academic Honesty:**

**Each student is required to follow Valencia policy regarding academic honesty. All work submitted by students is expected to be the result of the student’s individual thoughts, research, and self-expression unless the assignment specifically states “group project.” Any act of academic dishonesty will be handled in accordance with Valencia policy as set forth in the Student Handbook and Catalog. VCC Expected student conduct: 10-03 Student Code of Conduct Specific Authority: 1006.60, FS. Law Implemented: 1006.60, FS. Valencia College is dedicated to the advancement of knowledge and learning, and to the development of responsible personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for knowing and abiding by the rules of appropriate behavior as articulated in the Student Code of Conduct. The primary responsibility for managing the classroom environment rests with the faculty. Faculty may direct students who engage in inappropriate behavior that results in disruption of a class to leave the class. Such students may be subject to other disciplinary action which may include a warning, withdrawal from class, probation, suspension, or expulsion from the college. Please read the Student Code of Conduct in the current Valencia Student Handbook. Here is the link to Valencia’s Student Code of Conduct website:** [**http://www.valenciacollege.edu/policies/policydetail2.cfm?PolicyCatID=10&PolicyID=3**](http://www.valenciacollege.edu/policies/policydetail2.cfm?PolicyCatID=10&PolicyID=3)

**Exams and homework are considered individual effort; any submissions that are too similar for coincidence will receive no credit. Any submission that appears to have been done by somebody else (i.e. a native speaker, google translate) will be considered plagiarism and will receive no credit. Students may collaborate in group assignments. Collaboration should be used to edit or to clarify doubts. If anyone is involved in incidents of cheating a zero will be given. Each student is expected to be in complete compliance with the college policy on Academic Honesty as set forth in the admissions catalog and the student handbook. Any student(s) cheating on an exam will receive a zero on the exam. This cannot be replaced with the final score and the professor at his/her discretion can withdraw you from the class or give you an F as a Final Grade. Please see more information on Plagiarism at the following website** [**http://valenciacollege.edu/west/art**](http://valenciacollege.edu/west/art)**.**

**Class Policy**

1. **I. Responsibility of the student:**

* **The student is expected to bring a textbook or ebook to class. It is not permitted to share textbooks in class. You will not be called upon and will not be allowed to participate in class without a textbook.**
* **The student is expected to bring paper and pencil/pen to class**
* **The student is expected to be prepared in class.**

1. **Attendance and Tardiness: Attendance is crucial in a language class. If you are absent, you will be missing out on some important information. You are expected to arrive on time for class. Multiple absences will negatively affect your grade. If you must be absent, it is your responsibility to know what was covered in class and what work was assigned. I highly encourage that you exchange emails and phone numbers with your classmates so that you may call each other in the event that you are absent. I will not respond to emails or voice mails such as “I was absent, what did we do in class”. Being absent is not an excuse for not doing your work.**

**III. Classroom Courtesy: Once you are in the class, you are expected to stay in the class until you are dismissed to leave by the professor. Please refrain from exiting and entering the classroom once the class has started please make sure you go to the bathroom and get something to eat or drink before you come to class. Early departure from the class with 30 minute remaining or more will count as an absence.**

1. **IV. Cell phones: Once you are in the class, turn off or silence your cell phone. Texting, phone calls, etc. will not be permitted in class. If the professor sees you texting, reading a text, making/receiving phone calls, etc. you will be deducted participation points. I will not interrupt the class to tell you to stop using your phone but you will be deducted participation points. \*\*\*\*There will be times when we use our phones for class activities\*\*\*\*\*\*\* Faculty/Student Communication - Although we see each other in class, you may communicate with me via email. - You can expect a response within 48 hours should there be no answer. - Emails must be sent using your Valencia email. Emails sent by another account will be ignored. Valencia College is committed to providing each student with a quality educational experience. Faculty members have set high standards of instruction for themselves and for you. If you have a problem in a class, your first step is to talk to your instructor. If you are still dissatisfied, you may talk with the academic dean of the division for your class. We will work together to resolve any issues that arise.”**

**Faculty/Student Communication**

**- Although we see each other in class, you may communicate with me via phone or email.**

**- You can expect a response within 48 hours should there be no answer.**

**- Emails must be sent using your Valencia email. Emails sent by another account will be ignored. Valencia College is committed to providing each student with a quality educational experience. Faculty members have set high standards of instruction for themselves and for you. If you have a problem in a class, your first step is to talk to your instructor. If you are still dissatisfied, you may talk with the academic dean of the division for your class. We will work together to resolve any issues that arise.”**

**Students with Disabilities: Students who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first week of class. The Office for Students with Disabilities (West-SSB 102) determines accommodations based on appropriate documentation of disabilities. The goal at the OSD is to open doors, remove barriers and assist you in any way the can. The key to success is matching your needs to the services provided. Please contact this office to discuss your individual needs. Here is the link to Valencia’s OSD website: http://www.valenciacc.edu/osd West Campus SSB, Rm. 102 Ph: 407-582-1523 Fax: 407-582-1326 TTY: 407-582-1222 Baycare Behavioral Health’s Student Assistance Program.**

* **“Valencia is committed to making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get the immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. Students have 24-hour unlimited access to the Baycare Behavioral Health’s confidential student assistance program phone counseling services by calling (800) 878-5470. Three free confidential face-to-face counseling sessions are also available to students.”**

**Security Statement:**

**This statement comes from our chief of security:**

**We want to reassure you that our security officers are here around the clock to ensure the safety and security of the campus community. It’s important to remain alert and aware of your surroundings, especially during the early morning or evening hours. Remember that you can always call security for an escort if you feel uncomfortable walking alone on campus. White security phones can also be found in many of our buildings; simply pick up the phone and security will answer. Finally, report any suspicious persons to West Campus Security at 407-582-1000, 407- 582-1030 (after-hours number) or by using the yellow emergency call boxes located on light poles in the parking lots and along walkways.**

**Valencia I.D. Cards: Valencia ID cards are required for LRC, Testing Center, and IMC usage. They can be obtained at the Security office in the SSB.**

**Disclaimer Statement: This outline may be altered, at the instructor’s discretion, during the course of the term. It is the responsibility of the student to make any adjustments as announced. This schedule of activities and exams is subject to change.**

**Important websites.**

* **College Calendar:** [**http://valenciacollege.edu/calendar/**](http://valenciacollege.edu/calendar/)
* **College Catalog:** [**http://valenciacollege.edu/catalog/**](http://valenciacollege.edu/catalog/)
* **Valencia Policy and Procedures:** [**http://valenciacollege.edu/generalcounsel/policy/**](http://valenciacollege.edu/generalcounsel/policy/)
* **FERPA:** [**http://valenciacollege.edu/ferpa/**](http://valenciacollege.edu/ferpa/)
* **ADA: http://valenciacollege.edu/osd/handbook/sec4.htm Medical Records: http://valenciacollege.edu/generalcounsel/policy/ValenciaCollegePolicy.cfm?po licyID=186**

**ATLAS and Canvas.  By now, I am sure you are familiar with Canvas. I will encourage learning on how to use all the features this program offers. I will be using Canvas to communicate with you.  Please, check your e-mails daily.**