SPN1121 - Elementary Spanish II

**Syllabus**

**Spring 2013**

**Instructor Contact**

**Instructor:** Ileana Bougeois-Serrano
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**Office Hours**: Virtual Office hours Tuesdays and Thursdays 4:30pm-5:30pm and 10:00pm-11:00pm.

**Course Information**

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| **Course Name** | SPN1121 - Elementary Spanish II |
| **Credit Hours** | 4 Credit Hours |
| **Semester/Year** |  Spring 2013 |
| **Location** | WWW course |

**Course Description**

Elementary Spanish II is the second semester of the one-year Elementary Spanish Language and Civilization sequence. This is an online course designed to progressively introduce the student to Spanish grammar and culture. It emphasizes oral proficiency as well as the remaining language skills: listening, reading, and writing. This course is not available to native or near-native speakers.

Students should expect substantial commitment and study outside the time spent online. The level of proficiency you attain will depend on you as the student. This course will require **self-discipline and time**. As with any distance learning course, 99% of the responsibility of learning and keeping track of progress falls on the student. If you feel you lack the self-discipline and time to be successful in this course, you may want to consider the classroom setting. The amount of time and effort you put into the course will directly affect your performance and your satisfaction. Keep up with the pace of the course and ask for help as soon as you feel you need it.

**Prerequisite**

Minimum grade of C in SPN 1120 or equivalent (SPN 1100 or two years of high school Spanish completed within the last three years and department approval)

**Catalog Description**

Continuation of fundamental skills in Spanish comprehension, expression, and sructure. Increasing awareness and understanding of the culture. A minimum grade of C is required to pass this course if being used to satisfy the General Education Foreign Language Proficiency Requirement.

**Course Objectives**

 The primary goal of the Beginning Spanish courses is to offer students an introduction to basic communicative skills in Spanish while developing an awareness and appreciation of Hispanic/Latino cultures. In agreement with the *Standards for Foreign Language Learning in the 21st Century*, also known as the **5 Cs**, this course will enable students to: **Communicate** in Spanish ( according to proficiency level targeted in the course) ; gain knowledge and understanding of **Cultures** of the Hispanic world; **Connect** with other disciplines and acquire new information; Develop awareness of similarities and differences (comparisons) among language and **Culture** systems around the world; use the language and the knowledge gain in the course to participate in **Communities** at home and around the world.

The linguistic objective is for the student to communicate at a intermediate low level of proficiency (using the American Council of Teachers of Foreign Language proficiency guidelines) when communicating in the target language. At the end of the semester the student is expected to use the target language at this level to speak, listen, write and read about:

* Past experiences
* Daily routine
* Food, clothing, travel, health.
* Requests and advice using commands

**ACTFL** Proficiency Guidelines for intermediate low level are:

**SPEAK**

Learners are able to create meaning with the language in straightforward social situations; conversation centers on concrete exchanges and everyday topics. Primarily reactive and struggles to answer direct questions or requests for information.

**LISTEN**

Generally understands information from sentence-length speech in basic context. Does not comprehend speech typically understood by Advanced-level listeners.

**READ**

Understands some information from simple texts dealing with basic personal and social needs. Challenged to derive meaning from connected texts of any length.

**WRITE**

Written texts consist of a few simple sentences, often with repetitive structures. There may be basic errors in grammar, word choice, punctuation, spelling.

**Methodology and Activities**

This course stresses *communication skills* in Spanish. Every effort will be made to make this class student-centered. To help students succeed in this course, the class will engage in a variety of activities and assignments, including but not limited to activities such as the following:

Practice and communication using vocabulary and grammar learned in oral and written modes;

Sociolinguistic practice and functions through communicative activities (pair activities using iLrn); Reading activities and exercises, such as pre- and post-reading, intensive and extensive reading; Writing activities ranging from short paragraphs to developed compositions; Video/audio/computer exercises, presentations, and discussions.

**Required Text**

* Exploraciones (with iLrn Heinle Learning Center Printed Access Card), First Edition. Blitt Mary Ann and Margarita Casas. Centgage.  ISBN: 1-4130-0068-1

**Supplemental Texts**

* A full-size bilingual Spanish-English dictionary, (Cuyás, Collins, Larousse, Oxford, or Vox).
* Christopher Kendris. 501 Spanish Verbs

**Course Requirements**

* A reliable computer, either a PC running Windows XP or later, or a Mac running OS X or later
* A sound card and speakers
* **A microphone to complete audio recordings to be submitted online**. If you have a notebook most of the computers come with a microphone but it is better to purchase one to avoid the background noise.
* A hi-speed modem (Cable or DSL strongly recommended to download audio and video without delays)
* A dependable Internet Service Provider (ISP)
* A working Email address

**Evaluation and Grading**

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| **Letter Grade** | **Points** |   |
| A | 90 – 100% |   |
| B | 80 – 89 % |   |
| C | 70--79 % |   |
| D | 60 – 69 % |   |
| F | 0 – 59 % |   |
| **Assignment** | **Percentage of Grade** |  |
| Chapter Test |  20% |  |
| Oral Presentations |  15% |  |
| Sam/Ebook Activities |  25% |  |
| Compositions | 15% |  |
| Discussions Blackboard |  10% |  |
| Final Exam | 15% |  |
| Total | 100% |  |
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**Assessments**

**Tests (20%):** All tests will be online on Blackboard and timed. **You will find them in the Learning Modules. There will be no make-ups**! If you miss an exam you will receive 0. There are not extra attempts for any reason. You have one attempt for all exams. Keeping up with homework and participation are the best methods of studying for these tests. There will be an announcement on when test will open. They will be opened 48 hours. Due day will be Wednesday or Saturdays at 11:59pm. If you have technical problems you should contact me immediately to ibougeois@valenciacollege.edu. Notice that you cannot wait until an hour before the exam is due to email your instructor regarding any problems because you cannot take an exam after the due date. If you emailed me at the emergency emailed, please check your email the same day before due day/time. Also you need to check your email account before the due date/time in order to follow your instructor’s directions to take the test timely after tech issues have been resolved. Also, if you have any technical problems you need to contact tech support.

**Compositions (15%):** You will write three compositions in Spanish. Use of translators is forbidden. You will have to use only vocabulary and grammatical forms learned in the course. Otherwise you will receive a failing grade for the assignment. Make sure you follow instructions when doing any assignment. You will find the instructions for the compositions in the module.

**Discussion board (10%):** You are required to complete the activities listed in the discussion board. You need to check in regularly to review the responses of other students, posting follow-up comments whenever applicable and contributing to a rich and deep discussion.  Do not post comments on original postings with already five comments. In order to receive credit for an activity, you are required to:

· Post an original comment

· Read at least five other responses

· Reply to a minimum of three peers

· Throughout the course we will be monitoring your progress and the quality of your responses.

· Observe the Rules of Netiquette. <http://www.albion.com/netiquette/corerules.html>

· You are required to post Wednesday before midnight and will have until Saturday to respond. **No late postings will be accepted and reply to other students by Saturday.**

**To receive credit you have to post your original comment and reply to 3 or more postings.**

**Oral Presentations (15%):** You will be using Photostory for most of your oral presentations. Please refer to the announcement with the instructions on how to use Photostory. These activities will be done in Spanish. More information inside the module for the chapter.

**iLrn Activities (25%) :** **iLrn** is one of the course management systems that you will use this semester in this course. Student Activities Manual (SAM) and Ebook activities to be completed and any other activities assigned are listed on iLrn Calendar Items Due. The activities represent extensive grammar-driven practice that will assist the student in internalizing the language. SAM activities are graded and averaged as part of the overall grade. Homework will be completed on the dates that appear in the calendar in iLrn. Other assignment might be graded differently; depending on the activity. You will receive zero points if you don't submit the activities by the due date. The requirements for successful completion of this course involve a considerable amount of reading and completion of the online activities followed by the submission of exams. This requires self motivation without procrastination so it is important to stay on task and avoid getting behind schedule. **No late submission will be accepted. This is not a self-pace course.**

**Activities with a partner**

There are activities in iLrn which require you to record your answers and some of them require you to record with a partner.  For activities requiring a partner you are responsible of contacting a peer to do the activity. You will see available people on line when you are connected to iLrn. Also, you can ask any of your peers to be your partner for these activities. Just post an announcement in El Cafe Latino or use the email. Always check iLrn calendar for instructions.

**Final Exam (15 %):** The final exam will be online. The goal of the test is to assess your ability to assimilate what you have learned about Spanish grammar, vocabulary, language, and culture in each unit. The test will consist of listening, reading and writing sections in which your overall knowledge of the course material will be evaluated. The test is not curved and no make-up test will be given. The final exam will be comprehensive and cumulative in nature. Consult Valencia’s final exam schedule for the day and time of your final exam**. The final exam must be taken Online on the date published for final exams *.*Final Exam should be taken according to the final Exam Schedule.**

All of the assessments need to be completed by the due date and time (11:59 p.m.)

**There will be no extensions after the due date.**

**Email**

E-mail will be an integral part of this course. Make sure you:

Check your e-mail often. Use the e-mail tool inside Blackboard. **Use the Valencia Atlas account for emergencies - technical difficulties or if Blackboard is down and when you send an e-mail outside Blackboard, please always start the subject with Elementary Spanish I online and the section number in the subject line so your mail does not go to the spam folder.**

Be patient. Don’t expect an immediate response when you send a message. I will get back to you within 48 hours M-F, usually sooner. Remember you can write to other students who might have the answer for your questions on the Café Latino.

Be courteous and considerate. Being honest and expressing yourself freely is very important but being considerate of others online is just as important as in the classroom.

Make every effort to be clear. Online communication lacks the nonverbal cues that fill in much of the meaning in face-to-face communication.

Do not use all caps. This makes the message very hard to read and is considered "shouting." Check spelling, grammar, and punctuation (you may want to compose in a word processor, then cut and paste the message into the discussion or e-mail).

Break up large blocks of text into paragraphs and use a space between paragraphs.

**Sign** your e-mail messages and include the course you are taking.

Never assume that your e-mail can be read by no one except yourself; others may be able to read or access your mail. Never send or keep anything that you would not mind seeing on the evening news.

Be sure to communicate frequently in the required discussion boards.

You can use the discussion board at Blackboard to ask question to other students in the class. This discussion board is called **"El café latino"** Just remember that this discussion board is exclusively for the students to help each other and I will not reply to any emergencies or questions about your grade topics in there. **Do not use iLrn email.**

**Attendance Policy**

This course is web-based, fully online and considered a "WWW" course. Students are expected to complete and participate in all online activities and assignments.

Participation in online discussions is considered similar to attendance in a face-to-face class. Participation in discussion groups is an absolute requirement. Once a discussion opportunity is missed, it is difficult to make up. Assignments that are not turned into Blackboard or iLrn before the due date will receive 0 points. Exams missed cannot be retaken.

With this in mind, the reasonable needs of students are taken into consideration. These absences should be used for valid reasons, such as illness, medical appointments, athletic team participation, religious holidays, death in the family, court appearance, etc. Pertinent documentation, deemed acceptable by the instructor, will be required for any excused absence from a discussion group or delayed assignment.

**VERY IMPORTANT: College policy requires that students who are not attending class the first week of classes to be withdrawn from the course. In an online class, attendance is documented by participation. Thus, it is very important that you complete all assignments as directed and by the respective deadlines so that I can document your attendance in the class. You will receive a W if you withdraw prior to the withdraw deadline. However, under the new policy if you do not withdraw prior to the deadline and you do not complete your work, you will receive an "F" as final grade. If you have an emergency please contact me immediately.**

**Withdrawal from a Course**

A. A student is permitted to withdraw from a class on or before the withdrawal deadline, as published in the College calendar. A student is not permitted to withdraw from a class after the withdrawal deadline.

B. A faculty member is permitted to withdraw a student from the faculty member’s class for violation of the faculty member’s attendance policy with written notification to the student prior to the beginning of the final exam period, as published in the faculty member’s syllabus. A faculty member is not permitted to withdraw a student from his or her class as a response to student conduct which falls under the jurisdiction of the Student Code of Conduct (6Hx28:10-03).

C. A student who withdraws from a class before the withdrawal deadline will receive a grade of "W." A student who is withdrawn by a professor will receive a grade of "W." A student who is withdrawn for administrative reasons at any time will receive a grade of "W" or other grade as determined in consultation with the professor. Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of "F". The grades of “WP” and “WF” **are eliminated.**

D. A student who receives a grade of “W” will not receive credit for the course, and the W will not be calculated in the student’s grade point average; however, the enrollment will count in the student’s total attempts in the specific course.

E. If a student withdraws from a class, the student may, upon request and only with the faculty member’s permission (which may be withheld at any time in the sole discretion of the faculty member), continue to attend the course. If a student is withdrawn by a faculty member or is administratively withdrawn, the student is not permitted to continue to attend the class.

**Disability Statement**

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| **"Students with disabilities who qualify for academic accommodations must provide a Notification to****Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs****with the professor, preferably during the first two weeks of class. The Office for Students with****Disabilities determine accommodations based on appropriate documentation of disabilities.****Please contact (campus phone number) for more information."**For east the number is Ph: 407-582-2229 |

Here is the link to Valencia’s OSD website: <http://www.valenciacc.edu/osd>

**Student Conduct and Academic Honesty**

Valencia Community College is dedicated to promoting honorable personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for knowing and abiding by the rules articulated in the Student Code of Conduct (6Hx28:10-03). The instructor reserves the right to refer students who engage in activities that are disruptive to the learning environment to the Dean of Students for disciplinary action. This include any composition where a translator have been used or where the level of proficiency is higher than the one shown in class.

Students may *collaborate* in group assignments. This does NOT include duplication of work . Collaboration should be used to edit or to clarify doubts. If anyone is involved in incidents of cheating will be given a zero (‘ 0”) for that assignment /quiz/exam /project without regard to who did the original work or who may have benefited. 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, which cannot be replaced with the final score and the professor at his/her discretion can withdraw you from the class. This includes submitting work where a translator has been used or where the level of proficiency is higher than the expected level in the course. In addition, Valencia Community College strives to provide a drug-free learning environment for all those involved in the academic experience. Our policy is as follows:

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| **Policy:** | In compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989, Valencia Community College will take such steps as are necessary in order to adopt and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by Valencia Community College students or employees on college premises or as part of any college activity. |

**VCC Expected student conduct:** **10-03 Student Code of Conduct**

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| **Specific Authority:** | 1006.60, FS. |
| **Law Implemented:** | 1006.60, FS. |

Valencia Community 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.valenciacc.edu/ policies/policydetail2.cfm? PolicyCatID=10&PolicyID=3](http://www.valenciacc.edu/policies/policydetail2.cfm?PolicyCatID=10&PolicyID=3)

**Atlas, Blackboard** : By now, I am sure you are familiar with Atlas. I will encourage learning how to use all the features this program offers. I will be using ATLAS to communicate with you. You should check your e-mails daily.

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| Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available. |

**Disclaimer Statement**

This document 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.