

Course Syllabus

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Please make sure to **Download your Spanish 1340 Syllabus**

Read it in its entirety and if you have any questions or concerns please make sure to e-mail me to let me know as soon as possible.

Department of Humanities and Foreign Languages

Valencia College – East Campus

Course Name: **SPAN 1340** Spanish for Heritage Speakers 1

Location: Online Course

Credit Hours: 4 Credit Hours

Instructor Contact Information:

Office Phone: (407) 582-2083

Instructor: Professor Juan-Alberto Salto
(<mailto:Jsalto@ValenciaCollege.edu>)

E-mail: Jsalto@ValenciaCollege.edu

Instructor's preferred contact is via e-mail. E-mails will be answered within 24 to 48 hours, Monday through Friday (with the exception of Professor's Virtual Office Hours - click on the link below). If you send an e-mail on the weekend, expect it to be answered on the next business day.

Office: Building 3 – Room 129

Office Hours:

Click here on the "[Office Hours](#)" link.

¡Bienvenidos! Welcome to **Spanish 1340**.

Heritage language is the language which an individual typically first learns (e.g. Spanish) but has not been completely acquired because of the switch to another dominant language (e.g. English).

Maria Polinsky



SPAN 1340 Online:

This course requires **self-discipline and time commitment**. This is not a self-paced course. All assignments, activities, and assessments are due according to the calendar of deadlines in the [Course Schedule/Assignment Schedule](#) on [Canvas](#) and on the [Pearson's MyLanguagesLab](#) online homework websites. Only under extenuating circumstances will your professor make exceptions to the deadlines. If you feel you lack the self-discipline, motivation, and time it requires for you to be successful in this course, you may want to consider alternative setting. Keep up with the pace of the course and ask for help as soon as you feel you need it.

Course Description & Learning Objectives

PREREQUISITE:

No Course Prerequisite (but must be a Spanish Heritage Speaker)

Heritage Speaker: a student who learned or was exposed to Spanish outside of the classroom setting at a young age (such as through their family, parents, grandparents, etc.)

This course requires self-discipline and time commitment. This course requires completion of online homework assignments on the [MyLanguagesLab Pearson platform](https://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/) (<https://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>) (<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>) (<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>.) as well as on the [second Pearson homework website](https://www.pearsonmylabandmastering.com/northamerica/) (<https://www.pearsonmylabandmastering.com/northamerica/>) and online Discussion posts, research projects, & other assignments/ activities on [Canvas](https://online.valenciacollege.edu/login/canvas) (<https://online.valenciacollege.edu/login/canvas>). Keep up with the pace of the course and don't forget to ask for help as soon as you feel you need it.

COURSE DESCRIPTION:

SPANISH FOR HERITAGE SPEAKERS 1 This course is designed for heritage speakers of Spanish who have acquired some oral proficiency in a non-academic environment. The activities in this course will improve several aspects of language learning: oral comprehension, speaking, reading comprehension and analysis, and writing skills. The emphasis will be on improving linguistic skills through specific grammatical and lexical studies designed to meet the particular needs of heritage speakers of Spanish with a special attention to the Latino culture. A minimum grade of "C" is required if being used to satisfy the General Education Foreign Language Proficiency Requirement and to be able to take the second course in this series (Spanish 1341).

RATIONAL FOR COURSE:

The course emphasizes the mastery of writing, reading and oral communication skills, with particular attention given to the issues of interference of English, code switching, vocabulary building, writing / orthography and reading comprehension. Students will write, make oral presentations and read materials of a cultural/literary nature, emphasizing the relationship between the culture of the United States and Latino cultures.

COURSE OBJECTIVES:

- Develop the ability to listen, derive meaning from, and communicate in formal settings
- Improve command of spoken Spanish by correcting those errors common to Heritage speakers
- Write Spanish more coherently using correct patterns of standard grammar

- Read Spanish with improved comprehension
- Develop professional/academic writing skills
- Expand your functional vocabulary, in particular, the language of the Hispanic professional/academic world.
- Promote a better understanding of the diversity of the Latino cultures in the USA and abroad
- Enhance comprehension and appreciation of the diversity and commonality of the Hispanic heritage from historic, social, political and artistic points of views.

LEARNING OUTCOMES:

To successfully complete this course the students will be able to:

Use a variety of communicative strategies while engaging in conversations within the Hispanic cultural/academic/professional environment to understand the cultures and values of the Hispanic world within the context of the U.S. and Latin America.

Assess the context of production of linguistic exchanges and command the different linguistic registers used depending on the context (e.g. formal versus informal situations).

Use critical thinking and problem-solving skills while reading authentic materials in Spanish.

Understand the key elements of writing, including grammar and writing formulas, and apply that knowledge to a wide range of texts in Spanish such as literary, journalistic, academic, technical and business-related texts.

Understand basic public speaking techniques and apply them in oral presentations.

Required Textbooks / Materials

Please note that this is a package (if bought at the [Valencia College Bookstore online](https://www.valenciabookstores.com/buy_textbooks.asp) (https://www.valenciabookstores.com/buy_textbooks.asp) or **East Campus** bookstore) that already includes the textbook, an online access code, and the 'Manual de Gramática' book – all of which are required for the course.

It is available at the [Online Valencia College Bookstore](https://www.valenciabookstores.com/buy_textbooks.asp) (https://www.valenciabookstores.com/buy_textbooks.asp) (or when open at the **East Campus** Valencia College bookstore) or you can buy it directly from the publisher. However, buying the textbook package from the publisher is Not recommended, as if you buy it online through the publisher, you need to make sure that you use the exact ISBN number below & you need to purchase the **1 year / 2 semester access codes for the two books** (as you will need the two access codes for the next required course - Spanish 1341).

Author: Nibert, Holly J. and Abbott, Annie R.

Title: *“Día a Día: De lo personal a lo profesional” 2nd Ed MULTI-SEMESTER &*

Author: Francés, María R. and Benítez, Rubén

Title: *“Manual de Gramática y Ortografía para hispanos” 3rd Ed. MULTI-SEMESTER*

ISBN : 9780137395170

Publisher: Pearson

The required package includes the following:

- (1) 'Día a Día', 2nd edition hard cover book
- (2) 'Día a Día', 2nd edition Multi-semester Access Code
- (3) 'Manual de Gramática y Ortografía para Hispanos', 3rd edition hard cover book
- (4) 'Manual de Gramática y Ortografía para Hispanos', 3rd edition Multi-semester Access Code

The Two Online Access Codes will be used for two different MyLab Pearson Homework platforms (both of these are included with the purchase of the new textbook package)

(<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>
(<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>.) and
(<http://www.pearsonmylabandmastering.com/northamerica/>
(<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>)).

- (3) Printed Copy of Syllabus

Materials/Technology Requirements:

- A reliable computer with up to date operational system capable of running the required Internet browsers (only Firefox or Google Chrome) and required programs.
- Speakers (or earphones)
- A hi-speed modem (Cable or DSL strongly recommended to access audio and video without delays)
- A dependable Internet Service Provider (ISP)
- A working Valencia E-mail address
- Webcam & microphone: Most computers come with an integrated microphone, but it is better to purchase one to avoid audio background noise. You will need this to complete your projects

and activities in the Pearson's MyLab and on Canvas.

- Zoom account via Valencia on Canvas
- The Canvas App is recommended – it will notify you when an Announcement and work are posted - you will need to download the Canvas App and turn on notifications for this.

NOTE: It is your responsibility to purchase the correct version of the textbook package and access code **by the first week of class.**

Course Evaluation

Module/Chapter Exams (3)	15%
Pearson's 'My Spanish Lab' Online Homework	28%
Participation / Writing Reflections / & Canvas Discussions	22%
Presentations / Projects	20 %
FINAL EXAM	15%

Grading Scale

A: 90 – 100

B: 80 – 89

C: 70 – 79

D: 60 – 69

F: 0 – 59

Spanish Course: Policies and Procedures

Please read these policies carefully. It is your responsibility to ask questions about these policies and procedures if there is anything you do not understand.

Presentations & Projects

Oral presentations & Projects (20%): There will be different types of oral assessments in the course. You will be using your webcam, Canvas and a program of your choice for audio visual presentations. Make sure to start your Research Projects and your Outline early. You need to read the details for the Research Projects under the [Module's Tab](#), scroll down to the different [Research Project Modules](#) and read each of the pages with instructions in detail.

You will be using Photo Story®/iMovie or any format mention in the Orientation Module (as well as in your Research project modules) for most oral presentations. If you do not know how to do use the programs available for you, please refer to: [“Welcome to SPN 1340 – Orientation – Start HERE!!”](#) tutorial on [Canvas](#) which contains videos and written instructions. Remember that **all oral presentations are to be recorded in Spanish.**

Exams

EXAMS: There are **three exams** in this course (one per Chapter Module). We will cover chapters 1, 2, & 3 in this SPAN 1340 course, and in the next course SPAN 1341 we will cover Chapters 4, 5, & 6. The chapter exams will be used to calculate your total exam percentage which will count for 15% of your total grade.

Chapter Exams/Tests (15%):

All chapter exams will be administered online via computer under time constraints on the MyLabs Pearson on-line homework platform. Keep in mind that the Pearson on-line homework website does not support test taking with your phone or tablet. The best preparation method for tests is by keeping up with your homework activities and participation in the discussions on Canvas. Tests will be administered at the end of each chapter accessed within the Pearson on-line homework website (**you can access the chapter exams and the homework activities for the 'Día a Día' book by clicking on the "MyLab & Mastering" tab located on the top left-hand corner on Canvas**). Be aware that there will be no make-up tests. You can see all Due Dates on the [Course Schedule](#) on Canvas. Tests will be open for you to take within 48 hours, so plan accordingly as to when you will sit down to complete them. Due dates could vary, but the deadline will be at 11:59pm Eastern time.

Note: If you miss an exam you will receive a 0 (zero). **You only have one attempt for each exam.** If you have technical problems you should contact me immediately via e-mail and then continue checking your e-mail for additional notifications from me about the course of action you

should take after your issue is resolved. You should also contact the Pearson website's Tech Support for additional help. **Note that you cannot wait until one hour before the due date/time to attempt the test then email me regarding any problems you encounter because you will miss the deadline.**

IMPORTANT:

FINAL EXAM: You will take one final comprehensive exam per semester (which will cover all the material covered throughout the semester - including the information that both you and your classmates wrote about in the Discussion Posts and the Research projects discussions). THE FINAL EXAM IS 15 % OF YOUR GRADE.

Final Exam (15 %):

The Final Exam will be proctored. If you live outside the Orlando area and cannot take a proctored exam you need to [fill out this form Requesting to take a proctored exam at the Testing Center of another institution](#) and e-mail it to your professor three weeks prior to the date of the scheduled proctored exam.

The Final Exam expectations are the same as for other exams. The Final Exam is **NOT** open book/ nor open notes.

1. **Due to Campus closures, the Final Exam will be proctored but taken at home using the Canvas' Honorlock proctoring system.**
2. When you take the exam you must have your Valencia ID.
3. You are not allowed to have notes, books, or any other study aids during the exams.

The goal of the Final Exam is to assess your ability to assimilate what you have learned about Spanish grammar, vocabulary, language, writing and information from your Discussion post and the Research projects on culture. The final exam will be comprehensive and cumulative in nature. The test is not curved and no make-up test will be given. **Check the [Course Schedule](#) for opening and closing dates for the Final Exam.**

Honorlock - Online Remote Proctoring system

“**Honorlock**” will proctor your **Final Exam** this semester. “Honorlock” is an online proctoring service that allows you to take your exam from the comfort of your home. You Do Not need to

create an account or schedule an appointment in advance. "Honorlock" is available 24/7 and all that is needed is a computer, a working webcam, and a stable Internet connection.

To get started, you will need the Google Chrome browser and to download the "Honorlock" Chrome Extension. You can download the extension at www.honorlock.com/extension/install (<http://www.honorlock.com/extension/install%C2%A0>). Go to Canvas, go to your course, and click on your exam. Clicking "Launch Proctoring" will begin the "Honorlock" authentication process, where you will take a picture of yourself, show your ID, and complete a scan of your room and desk. "Honorlock" will be recording your exam session by webcam as well as recording your screen. "Honorlock" also has an integrity algorithm that can detect search-engine use, so please do not attempt to search for answers, even if it is on a secondary device.

"Honorlock" support is available 24/7/365. If you encounter any issues, you may contact them by live chat, phone (844-243-2500), and/or email support@honorlock.com (<mailto:support@honorlock.com>). There are also detailed instructions on how to use "Honorlock" listed in the Orientation Module. You can also find additional information regarding Honorlock by clicking on this link:

[Valencia Online Proctoring](https://valenciacollege.edu/faculty/canvas-resources/online-remote-proctoring.php). (<https://valenciacollege.edu/faculty/canvas-resources/online-remote-proctoring.php>)

Privacy Notice: Valencia has an obligation to ensure the integrity of the online learning space, as it does for all learning and testing environments. In online courses, the testing environment may include electronic spaces and any physical locations where tests are taken. Valencia will protect information from the online testing environment just as it protects personal information you may provide during the admissions process, for tuition or financial aid purposes, or to the Office of Students with Disabilities. Under Valencia's contract, Honorlock is acting on Valencia's behalf and is obligated to protect your personal information, and Honorlock may not share it with any person or company outside Valencia.

Online Homework Activities via Pearson's 'My Language Lab' (28%):

This course requires completion of [online homework](#) assignments on the the two [Pearson's MyLab platforms](#)

(<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>

(<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>.) (and on

<http://www.pearsonmylabandmastering.com/northamerica/>

(<http://www.pearsonmylabandmastering.com/northamerica/mylanguagelabs/>.) - the homework

activities on Pearson for the 'Día a Día' book only, can also be accessed by clicking on the "MyLab & Mastering" tab located on the top left-hand side on Canvas. 'Pearson's MyLanguageLab' is one of the two learning management systems you will use in this course, details on how to access the websites, log in, and course IDs can be found in the '[How to Register to Pearson](#)' page in the [Orientation Module](#). The activities assigned in the Pearson homework websites are listed in the **Calendars** on the Pearson homework websites for **both the book, "Día a Día" online activities and the "Manual de Gramática" online activities.** These activities are graded and averaged as part of the overall grade. The Pearson homework activities will need to be completed by the dates that appear on the Pearson homework website calendars. You have the opportunity to complete each activity multiple times until you receive 100% on every activity. You may also complete the homework activities on the Pearson websites late; however, late activities on Pearson incur a penalty of 5% reduction for each day they are late. As with any website, you might experience tech issues with the site. Make sure you report tech issues to Pearson Tech support. First contact the Pearson Tech support before you e-mail me. Any e-mail referring to tech issues with the Pearson homework websites should include the incident report number they will provide you.

Attendance/Activity Policy Online:

Attendance in an online class is based on a student's completion of assignments, quizzes, discussion board postings, and exams.

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 are similar to attendance in a face-to-face class and joining in and responding to group discussions is an absolute requirement. Therefore, you should not miss these asynchronous activities because once a discussion opportunity is missed, it is not possible to make it up. Assignments that are not turned in on Canvas or the Pearson (MyLanguagesLab) online homework websites will receive 0 points, and there are no makeups for missed exams except for extenuating circumstances . (See above for *MyLanguagesLab* online activities late deduction policy.) Be sure to provide pertinent documentation deemed acceptable by the instructor for any excused absence from a discussion group or delayed assignment.

Important: If you are unable to participate in the course due to illness, family emergency, etc., please communicate with me as soon as possible in order to create a plan to complete any missed assignments so that your learning can progress in your course. In the case of a prolonged online absence, please communicate with me as soon as possible in order to create a plan for the best course of action.

For severe **medical conditions** that result in excessive absences, consult the Dean of Students concerning Valencia's medical withdrawal policy. International students, and students receiving financial aid, should be aware of how a "W" will affect their status - and need to talk to their academic advisor if they are contemplating withdrawing from this course.

<http://international.valenciacollege.edu/current-students/maintaining-visa-status/>
(<http://international.valenciacollege.edu/current-students/maintaining-visa-status/>)

http://valenciacollege.edu/finaid/satisfactory_progress.cfm
(http://valenciacollege.edu/finaid/satisfactory_progress.cfm)

Attendance 1st Week of Class:

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. Your **Orientation Quiz** is proof of attendance the first week of classes. Thus, it is very important that during the first week of class you complete the assignments under the **Orientation Module**, create your own Pearson My Language Lab account, and complete the **Orientation Quiz**.

Failure to do so will result in being withdrawn from the course at the end of the 1st week of classes.

NOTE: If you stop attending class (or stop completing work) after the 1st week of class, you need to Withdraw yourself by the Withdraw deadline if you don't plan on finishing the course. If you simply stop completing the work and if you do not withdraw yourself, you will still receive a grade at the end of the semester.

Discussion Board / Participation

Participation/ Canvas Discussions (22%): You are required to complete the activities listed in the discussion board, then to check regularly to review the responses of other students, and to add follow-up comments whenever applicable to contribute to the academic discussion thoughtfully and with detail- reply in a paragraph format, two to four paragraph minimum responses. I will be monitoring your progress and the quality of your responses throughout the course. To receive full credit you are required to post one original comment and reply to 5 or more postings. Make sure to read the grading Rubric under each Discussion post carefully. Note that

both your Original Post and the responses to your classmates must be written all in Spanish in order to receive credit.

The guidelines to receive full credit for discussions are as follows:

- Post an original comment by the due Date (listed on [Course Calendar](#))
- Read at least seven other responses from your classmates
- Reply to a **minimum** of five (5) or more peers' responses within 2 days from your Original Post Due Date
- Observe the Rules of Netiquette when posting responses. For more information go to: <http://www.albion.com/netiquette/corerules.html> (<http://www.albion.com/netiquette/corerules.html>)
- You are required to post before midnight on the Due Date and will have two days later to respond to other students. No late postings will be accepted.
- Try not reply to other classmates' posts that already have five (5) replies from other students.
- **The responses to your peers in your Discussion posts should Not be short 2-3 sentences. Reply posts should be thoughtful and insightful responses at least two paragraphs long.**

In addition to discussions, this percentage of your grade also includes the '[Meet Your Professor via Zoom](#)' assignment and other activities that will be announce during the semester.

Zoom:

For this class we will have [Zoom](#) sessions. Your first Zoom session will be for your first week's required assignment "[Meet your Professor via Zoom](#)". Detailed information and instructions can be found in the Orientation Module. Some of our class sessions will be audio visually recorded for students in the class to refer back to. Please note that students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. We will also be using Zoom for office hours, and Question & Answer sessions.

Email:

Email will be an integral part of this course. Make sure you:

- Make sure you check e-mail daily (this is required for your online courses). Any instructions will have due dates for your response.
- Get the Canvas App and turn on notifications. Set up your Canvas account to receive e-mails in your personal e-mail or get the Canvas App so you do not miss any e-mails or Announcements.
- Use Canvas e-mail to communicate with your professor and classmates. Do not use personal e-mails. You will not receive any response.
- Use a greeting and a closing in all your e-mails. Treat your Valencia e-mail as regular mail, not as text messaging.
- Any e-mail referring to Tech issues with **Pearson** or Canvas should include the incident report number they will provide you.
- Be patient. Do not expect an immediate response when you send an e-mail. I will get back to you within 24 to 48 hours on Mondays through Fridays (or sooner). You are also expected to answer e-mails in a timely manner. Weekend e-mails will be answered on the next business day.
- You can use the discussion board title "El Café Latino" in Canvas to ask questions to other students in the class. 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 within this discussion board.
- Be courteous and considerate. Remember you are communicating with your professor not with your friend. "Hey", or calling professors by first name is not acceptable. Being honest and expressing yourself freely is very important but being considerate of others online is just as important as it is in the classroom.
- Make every effort to be as clear as possible in your communications. 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." Make sure to check spelling, grammar, and punctuation (you may want to compose your e-mail in a Word processor (such as Microsoft Word), then after doing Spell Check, 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. Or if you have multiple questions, number each question you have in order to be as clear as possible.
- **Sign** all your e-mail messages and include the course you are taking as your professor teaches multiple levels of Spanish and various sections of each course.
- Never assume that your Valencia e-mail is private as others may be able to read or access your e-mails; as all emails and communications at Valencia College are public record.

- Make sure you check e-mail daily (required). Any instructions will have due dates for your response. If you e-mail because of Tech issues, you should send me the e-mail before an assignment is due.

Tutoring

Please note that currently [Valencia is offering Online Tutoring \(https://libguides.valenciacollege.edu/c.php?g=1014597&p=7348794\)](https://libguides.valenciacollege.edu/c.php?g=1014597&p=7348794) for a number of different courses including for Foreign Languages (which includes Spanish). You must make an appointment with a Tutor for help. .

The Language Lab at the East Campus

Currently the Foreign Languages Lab at the East Campus (described below) is closed.

[The Language Lab \(https://valenciacollege.edu/students/learning-support/east/language/\)](https://valenciacollege.edu/students/learning-support/east/language/) / the tutoring center is available to any student enrolled in a Spanish class (or any foreign language course). **It is located inside the library in the East Campus in Building 4, room 120.** It is designed to help students who need additional time or support in mastering concepts or answering specific topic-related questions. Tutors may answer questions related to online homework, such as confusion with instructions or a particular concept, but they cannot complete assignments for you. Be sure to come to the tutoring center with a particular question(s) in mind.

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

STUDENTS WITH SPECIAL NEEDS: 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 determines accommodations based on appropriate documentation of disabilities. Please contact (campus phone number) for more information.

For east the number is Ph: 407-582-2229

Statement of support for students with food/housing/financial needs:

Any student who has difficulty accessing sufficient food to eat, or who lacks a safe and stable place to live, and believes this may affect his or her performance in the course, is urged to contact a [Counselor in the Advising Center](https://valenciacollege.edu/students/advising-counseling/) [\(https://valenciacollege.edu/students/advising-counseling/\)](https://valenciacollege.edu/students/advising-counseling/) for information about resources that may be available from the college or community.

BayCare

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 by contacting 'BayCare'.

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.

Registration Information & Withdraw Policy

1. It is also your (the student's) responsibility to withdraw from a course if you stop attending class. The last date for students to **Withdraw from a course and receive a "W"** is listed at the bottom of the [Course Calendar](https://valenciacollege.edu/academics/calendar/) as well as in the [Valencia website](https://valenciacollege.edu/academics/calendar/) [\(https://valenciacollege.edu/academics/calendar/\)](https://valenciacollege.edu/academics/calendar/) in the '[Important Dates & Deadline](https://valenciacollege.edu/academics/calendar/)' [\(https://valenciacollege.edu/academics/calendar/\)](https://valenciacollege.edu/academics/calendar/) Calendar link.
2. If you have questions about placement once the course begins, please e-mail me **immediately** and explain your concern.

WITHDRAWAL POLICY

1. A student is permitted to withdraw from a class on or before the withdrawal deadline, as published in the College calendar. **the Withdraw deadline for the semester is in the Valencia website** [\(https://valenciacollege.edu/academics/calendar/\)](https://valenciacollege.edu/academics/calendar/) in the '[Important Dates & Deadline](https://valenciacollege.edu/academics/calendar/)' **Calendar link**. A student is not permitted to withdraw from a class after the withdrawal deadline.
2. 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).
3. 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".
 4. 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 credit hours.
 5. 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.

ACADEMIC DISHONESTY:

You are responsible for understanding what constitutes academic dishonesty which is set forth in the admission's catalog and the student handbook. In this Spanish class — as in any class—each student must work alone on anything (homework, exams, discussions, writing assignments, etc.) turned in for a grade. Therefore, the following cases would be included under academic dishonesty:

- Working with one or more other students on homework that is to be turned in for a grade, unless specifically directed to work in groups by the professor.
- Copying another student's homework, copying homework from other resources like online (or from Google or Wikipedia)
- Passing information about the content of an exam to another student
- Using an online translation service to write any assignment for the course
- Self-plagiarism: re-submitting previously submitted work from another course (or a previous course), once again for a another grade
-

Violation of academic integrity includes copying homework or otherwise turning in work that is not original to you. Cheating in this case applies both to the copier and the person who allows his/her work to be copied. If students believe they are wrongfully graded they must approach their instructor with an explanation as soon as they receive their graded assignment. We encourage

you to study with others, but not to produce any work submitted for a grade under the direction of others (including internet resources or resources of any other kind). If a student's work is found to fit any of the academic dishonesty cases, **the assignment, quiz or exam submitted will receive a grade of zero.** If a student is caught cheating on one activity in MySpanishLab the student will receive a 0 for all activities completed in that one Chapter, not just the single activity.

STUDENT CONDUCT:

Valencia 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.

Emails with specific questions will be answered as soon as possible, usually within 24 hours (during week days).

Students who need more than a brief response should arrange a meeting with me during my office hours or via **Zoom**.

- In addition, Valencia College strives to provide a drug-free learning environment for all those involved in the academic experience. Our policy is as follows:

POLICY: In compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989, Valencia 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 College students or employees on college premises or as part of any college activity.

VALENCIA COLLEGE 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://valenciacollege.edu/students/disputes/conduct/>
 (<http://valenciacollege.edu/students/disputes/conduct/>)

DISCLAIMER STATEMENT



This Syllabus 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. Any of the above information might be changed at the professor's discretion.

Course Summary:

Date	Details
Tue Jan 12, 2021	 Spanish Heritage Placement Exam Assignment due by 11:59pm https://online.valenciacollege.edu/courses/92118/assignments/2537013
	 Course Schedule to do: 11:59pm
Wed Jan 13, 2021	 ORIENTATION QUIZ (SPAN 1340/SPAN 1341) due by 11:59pm https://online.valenciacollege.edu/courses/92118/assignments/2536991
Fri Jan 15, 2021	 Introduction Video Presentation (Introducing yourself) due by 11:59pm https://online.valenciacollege.edu/courses/92118/assignments/2536993

Date	Details	
Sat Jan 16, 2021	 Signup for 'Meet your Professor' via Zoom on the 1st/2nd Week of class (https://online.valenciacollege.edu/appointment_groups/1907)	1pm to Jan 21 at 1pm
Sun Jan 17, 2021	 Meet your Professor via Zoom (https://online.valenciacollege.edu/courses/92118/assignments/2537009)	due by 11:59pm
Tue Jan 19, 2021	 Chapter 1 - Online Homework for 'Día a Día' textbook (https://online.valenciacollege.edu/courses/92118/assignments/2537003)	due by 11:59pm
Fri Jan 22, 2021	 Discussion 1: Las costumbres cuando visitas la casa de otra persona. (https://online.valenciacollege.edu/courses/92118/assignments/2536994)	due by 11:59pm
Fri Jan 29, 2021	 Discussion 2: ¿De dónde eres? (https://online.valenciacollege.edu/courses/92118/assignments/2536995)	due by 11:59pm
Fri Feb 5, 2021	 Discussion 3: Ser Bicultural (https://online.valenciacollege.edu/courses/92118/assignments/2536992)	due by 11:59pm
Fri Feb 5, 2021	 Online Homework for the- 'Manual de Gramática' (1) book (https://online.valenciacollege.edu/courses/92118/assignments/2537011)	due by 11:59pm
Thu Feb 11, 2021	 Writing Reflection 1 (https://online.valenciacollege.edu/courses/92118/assignments/2537014)	due by 11:59pm
Fri Feb 19, 2021	 Research Project - Video. Cultural Discussion on Hispanic influence in the United States (https://online.valenciacollege.edu/courses/92118/assignments/2537000)	due by 11:59pm
Mon Feb 22, 2021	 Chapter 2 - Online Homework for 'Día a Día' textbook (https://online.valenciacollege.edu/courses/92118/assignments/2537004)	due by 11:59pm
Mon Feb 22, 2021	 Exam 1 - Chapter 1 (https://online.valenciacollege.edu/courses/92118/assignments/2537006)	due by 11:59pm

Date	Details	due by 11:59pm
Tue Feb 23, 2021	 Online Homework (2) 'Manual de Gramática y Ortografía para Hispanos' book (https://online.valenciacollege.edu/courses/92118/assignments/2537010)	due by 11:59pm
Fri Feb 26, 2021	 Discussion Post #4: Comunicarte con hablantes no nativos. p. 38 (https://online.valenciacollege.edu/courses/92118/assignments/2536996)	due by 11:59pm
Fri Mar 5, 2021	 Discussion Post #5: Hablar en inglés, español, o en 'Spanglish'. (https://online.valenciacollege.edu/courses/92118/assignments/2536997)	due by 11:59pm
Fri Mar 19, 2021	 Discussion 6: Los logros de la adolescencia a la madurez (adulthood). (https://online.valenciacollege.edu/courses/92118/assignments/2536998)	due by 11:59pm
Fri Mar 26, 2021	 Writing Reflection 2 (https://online.valenciacollege.edu/courses/92118/assignments/2537015)	due by 11:59pm
Sun Mar 28, 2021	 Exam 2 - Chapter 2 (https://online.valenciacollege.edu/courses/92118/assignments/2537007)	due by 11:59pm
Mon Mar 29, 2021	 Chapter 3 - Online Homework for 'Día a Día' textbook (https://online.valenciacollege.edu/courses/92118/assignments/2537005)	due by 11:59pm
Fri Apr 2, 2021	 Outline submission for Research Project on Spanish Speaking Country. (https://online.valenciacollege.edu/courses/92118/assignments/2537012)	due by 11:59pm
Fri Apr 9, 2021	 Discussion 7: La Salud (https://online.valenciacollege.edu/courses/92118/assignments/2536999)	due by 11:59pm
Fri Apr 16, 2021	 Research Project - Video. Cultural of a Spanish Speaking (https://online.valenciacollege.edu/courses/92118/assignments/2537001)	due by 11:59pm
Fri Apr 23, 2021	 Discussion 8: Las redes sociales y la tecnología. (https://online.valenciacollege.edu/courses/92118/assignments/2537002)	due by 11:59pm

Date	Details
Sun Apr 25, 2021	 Exam 3 - Chapter 3 due by 11:59pm (https://online.valenciacollege.edu/courses/92118/assignments/2537008)
Wed Apr 28, 2021	 Final Exam (SPAN 1340) Online due by 11:59pm (https://online.valenciacollege.edu/courses/92118/assignments/2536990)