**Valencia College - Fall 2014** Chapters Covered: Ch. 1-5 **Syllabi will be posted on blackboard!**

**Professor: Mariana Gouveia Class meeting time: Tuesdays and Thursdays** Credit Hours: 4

**E-mail:** mgouveia1@mail.valenciacollege.edu Class location: Bldg# 4 Room # 147

*¡Bienvenido (a)! Bem-vindo (a)! Welcome! Bienvenu (e)!*

 1)Elementary Spanish I - SPN 1120 **– 12PM- 1:40PM class, please note your: CRN #: 13846**

2) Elementary Spanish I - SPN 1120 – For **2PM – 3:40PM class**, **please note your CRN #: 13221**

*I will be happy to discuss any concerns that you may have about this course. You can contact me by email or by appointment.*

 *Please print out and have a hard copy of pages 3, 10 & 11 in front of your binder! DUE: Please, turn in the last pages of this syllabus to me by the specified deadline! ¡Gracias!*

**Class meeting times:** Tuesdays and Thursdays. Please note your class time and CRN # which will be needed when registering for the online website, which is one of the components of this class. Please do not confuse homework (assigned from the textbook to have it completed and ready for the following class time) with ONLINE HOMEWORK, which you need to purchase the online access code, register for the particular Spanish class you are enrolled in according to the above CRN # and time of the class.

**Important:** Each time a chapter is covered you will have to do online homework throughout the week for the chapter being covered. Please access the website and know it’s your responsibility to know the deadlines posted on the online website at: www.vhlcentral.com and submit the entire online homework assigned per chapter by its posted deadline. **It is to your advantage to do the online homework prior to the deadline, since ensuring full submission of the ONLINE HOMEWORK assigned can only benefit your overall grade for this class. The tutorials as**signed for each topic covered allows you to come prepared and knowledgeable to participate in class discussions, activities and exercises during our classes. You are very much responsible to come and attend class every **Tuesday and Thursday class**. **Remember this course is worth 4 credits, so you cannot afford to miss class. Please attend the FREE tutoring at the Language Lab on Bldg# 4 and have your student ID to sign in and out of the lab every time you go in and out of it. A time log will be created and you will receive extra credit for attending the tutors at the LAB.**

**Textbook & other materials needed for every class:**

* Aventuras 4th edition, by Blanco & Donley ISBN- 13:978-1-61857-055-0
* Make sure your book is not an Instructor Edition. This will not be accepted in class! In addition, you need your book in class every time we meet.

**At the end of the syllabus detailed instructions are given for you to purchase the SUPERSITE CODE = Online Code:** Vista Higher Learning Center. The online workbook and lab manual with audio allows you to receive immediate feedback on your work. This learning center also gives you access to an audio and video enhanced eBook, integrated textbook activities, partnered, voice recorded activities, and companion videos with pre – and post- viewing activities. It is a requirement for this class to purchase this ONLINE CODE and submit Homework! Please purchase and enroll in the class right away to avoid missing the 1st online Homework submission. This is an important part of your overall grade.

* A folder or binder; highlighter, colored pens and HIGHLIGHTERS.
* **Keep a hard copy of this syllabus & have an extra copy of the WEEKLY CALENDAR where all deadlines where important gradable assignments are posted at the end of this syllabus to keep track of its due dates in front of your binder!**

Recommended:

* Spanish- English dictionary, (Cuyás, Collins, Larousse, Oxford, or Vox).
* 501 Spanish Verbs English Grammar for Students Studying Spanish by Emily Spinelli.

**Course Description:** This course is an introduction to the Spanish language and culture. It is the first class of two semesters and in Spanish I we cover the 1st half of the book, that is up until Ch.5, so the Final exam is comprehensive. The purpose is to introduce you to the experience of learning a foreign language, and give you the basic tools to continue your other Spanish courses.

**This class is not open to native or heritage speakers**. A minimum grade of “C” is required if being used to satisfy the General Education Foreign Language proficiency requirement. A minimum grade “C” is also a pre-requisite for SPN 1121. This class is for students without two years of recent High School Spanish completed or department approval.

**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 the competencies acquired at the end of this course, by the end of the semester you will be expected to be able to use the target language at a novice level proficiency to:

\*Introduce self and others \* Express likes and dislikes

\*Describe self and others \*Describe the physical environment

\*Ask & answer questions \*Negotiate elements of time

\*Describe hobbies and pastimes \*Understand basic commands

\*Show a mature attitude towards cultural differences.

**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 outlines 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 the topic, purpose and audience.

**Attendance:** Regularity in classroom attendance is vital to academic success. As a registered student in this course you are expected to attend all class meetings. Students who do not maintain regular attendance and who fall behind in their work are subject to withdrawal by the instructor. In this course, every class section is considered a week of classes. **You are allowed to miss three classes in the semester before you lose any attendance points.** After that you will receive a notification of excessive absences and five points will be deducted for each hour you’ve missed from your attendance grade. Also five points will be deducted from your participation grade.

**Lateness:** Lateness of fifteen minutes or early departure will count as a missed hour. A professor can withdraw you from a course for excessive absences without your permission. Do not leave early without informing me. This is disruptive and rude. Being more than 10 minutes late to class will count as an absence after the third time you are late. If you come into class after roll has been taken, you will be considered late. It is your responsibility to have your attendance recorded on the instructor’s attendance roster. **All cellular phones must be turned off during class period. NO TEXTING DURING CLASS EITHER!!!**

Students will receive a **W** if withdrawn by the deadline, which is: **November 7th, 2014**. After this date, if a student withdraws or is withdrawn by the professor for excessive absences or other reasons, the professor will assign an **F** for a grade, based upon student’s academic achievement in the class as of the last day of attendance. **Please do not ask if you can miss a week of class for any reason.** This will not be acceptable attendance to get credit for any of these courses. *Remember* ***students*** *can* ***only*** *withdraw up until the Withdrawal deadline on November 7th, 2014 noted in the Important College Calendar Dates in the college catalog. I can withdraw students until the last day of classes as noted in the Important College Calendar Dates college catalog.*

PLEASE TAKE NOTE: **Extra credit:** The language Lab is on BLDG- 4 -104 Spanish tutoring and workshops are provided throughout the semester. The language Lab Phone number is: **(407) 582-2841.** To earn up to 10 points in extra credit, attend the Language Lab for 1 hr. per week up to 10 hours total recorded at the **Language lab.** (You need an ID to sign in & out at the Lab).

**Grading:** Your grade will be calculated as follow for this course:

1) Attendance **50 points** (10%) **Grade Scale:**

2) Participation/homework (not vhl online HW) **50 points** (10%) **500-450 points** (90-100%) **A**

3) vhlcentral Online activities (Ch. 1- Ch. 5) **100 points** (20%) **449-400 points** (80-89%)  **B**

4) 3 Chapter exams : (Ch. 1 &Ch. 2) & (Ch. 3 & Ch.4) & Ch. 5 **100 points** (20%) **399-350 points** (70-79%) **C** 5) 1 oral presentation **50 points (**10%)  **349-300 points** (60-69%) **D**  6)2 writing assignments **50 points** (10%) **299-0 points** (59-0**%) F** 7) Final Exam (see the weekly calendar for info.) **100 points** (20%)

**Total: 500 points** (100%)

**Method of Instruction:** The course will be taught through a combination of lecture, hands-on classroom exercises, homework assignment, and online work. Students should not assume there will be class time to complete homework assignment.

**Participation:** Participation grade is separate from attendance. You have to be willing to participate and ready with your work for every class. This is not a place to sleep or do other classes’ homework. Attendance to class does not guarantee an **A** on participation. 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* activities.
* Your cooperation during group and pair work.
* Your respect and attitude toward the class, your peers and the instructor.
* 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 and is different than Online Homework.

**Student Conduct and Academic Honesty:**

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. The following list includes things which are disruptive to the learning environment:

* Use of any electronic devices including but not restricted to: Cell phones, iPods, and laptop computers (documentation form OSD will be taken into consideration).
* Plagiarism, cheating, submitting work of another person’s work, previously used without informing the instructor, tampering with the academic work of others and other forms of academic dishonesty may lead to a lowered course grade, failure of the course or more severe measures, depending on the judgments of the gravity of the individual case.
* Each student is expected to be in complete compliance with the college policy on Academic Honesty as set forth in the admission’s catalog and the student handbook. Any instance of cheating or plagiarism will result in an “F” for the course, and the instructor at his/her discretion can withdraw the student from the class.
* Preparing homework for other courses during class.
* Engaging in private conversations with classmates while class is in session.
* Excessive tardiness
* Leaving and re-entering the classroom while the class is in session.
* Exams and homework are considered individual effort; any submissions that are too similar for coincidence will receive no credit. This include any writing assignment 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 he/she will be given a zero for that assignment/quiz/exam/project without regard to who did the original work or who may have benefited. Any student(s) cheating on an exam will receive a zero on it, which cannot be replaced by the final score.
* Students are responsible for preparing for class by reading pre-assigned readings and completing assignments.
* Students who are absent are fully responsible for all material covered in class. Leaving a message to me or sending an e-mail will not be excused. Make sure you contact your classmates by phone or email when absent.
* Students should bring the textbook and any other material required for class.
* During exams, students may not leave the room or receive phone calls.
* The instructor’s email is used for students to get in touch with the instructor and 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 the instructor.
* Student behavior or speech that disrupts the instructional setting or is clearly disrespectful of the instructor or fellow students will not be tolerated. Disruptive conduct may include but is not limited to: 1. Rude or disrespectful behavior; 2. Unwarranted interruptions; 3. Failure to adhere to instructor’s directions; 4. Vulgar or obscene language, slurs, or other forms of intimidation; 5. physically or verbally abusive behavior that is inappropriate will affect your grade and you may be asked to leave the classroom and it can ultimately result in disenrollment form the course.
* In addition, Valencia College strives to provide a drug-free learning environment for all those involved in the academic experience.
* 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 order 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.valenciac.edu/policies/policydetail2.cfm?PolicyCatID=3>
* **Student with Disabilities:** Students who qualify for academic accommodations must provide Notification to Instructor **(NTI)** from the Office for Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first week of class. The Office for Students with Disabilities (East: Bldg 5) determines accommodations based on appropriate documentation of disabilities. For **East Campus**:
* Location: Building 5, Room 212 Fax Number: (407) 582-8909
* Phone number: (407) 582-2229 TDD Number: (407) 582-0238

**Valencia I.D. Cards:**

Valencia I.D. cards are required for LRC, Testing Center, and the Language Lab and IMC usage. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory in order to obtain these services.

**Contacting the instructor:** Student and Instructor communication: it is done solely via Valencia e-mail at: mgouveia1@mail.valenciacollege.edu You should check your Valencia e-mail regularly while in this class. I will only communicate with you via your Valencia e-mail address, not via personal e-mail addresses. I will respond your e-mails within 24 hours or earlier.

**IMPORTANT ONLINE COMPONENTS OF THE CLASS:**

**1) BLACKBOARD WILL BE USED TO POST IMPORTANT HANDOUTS AND READING MATERIALS FOR THIS CLASS. CHECK IT PRIOR TO EVERY CLASS TO BE CAUGHT UP AND ALSO HAVE A HARD COPY IN CLASS OF WHAT HAS BEEN POSTED.**

**2) ONLINE HOMEWORK SUBMISSION IS DONE THROUGH THE: Vista Higher Learning Center website. TO DO SO PLEASE GO TO:** [**www.vhlcentral.com**](http://www.vhlcentral.com) **and follow the steps to purchase your online access code and to enroll in the class you are taking this semester according to its time and CRN #. By doing so, you will obtain access to the Online Homework and are encouraged to work on the online homework and to submit it ahead of time, prior to its deadline to ensure its full submission**. Reminder: **STUDENTS MUST PURCHASE THE ONLINE ACCESS CODE A.S.A.P. TO BE ABLE TO GAIN ACCESS TO THE ONLINE COMPONENT OF THIS CLASS WHICH IS NEEDED FOR HOMEWORK COMPLETION. HOMEWORK COMPLETION IS DONE ENTIRELY ONLINE AND FOR EVERY CHAPTER WE COVER IN CLASS, ONLINE HOMEWORK IS ASSIGNED. PLEASE KEEP UP WITH THIS WEBSITE’S CALENDAR TO ENSURE YOU DO NOT MISS THE 1ST CHAPTER’S ONLINE HOMEWORK DEADLINE. DELAYING TOO MUCH IN ENROLLING FOR IT CAN ALSO LEAD YOU TO MISS THE 1ST ONLINE HOMEWORK SUBMISSION, WHICH AFFECTS YOUR OVERALL GRADE. THE TUTORIALS ARE ALSO ASSIGNED FOR YOU TO VIEW THEM PRIOR TO CLASS AND TO HELP YOU MASTER THE MATERIAL BEING COVERED.**

**Tips for purchasing a Supersite CODE for submitting Online Homework: You will spend more if you purchase the textbook and code separately to access this online component of the class!**  This is an online manual where exercises must be completed in this website; so it is your responsibility to purchase the supersite code and register for this online portion of the class. Online HOMEWORK is listed on: www.vhlcentral.com calendar; check it weekly, so keep up with its deadline. The activities represent extensive grammar-driven practice that will assist the student in internalizing the material. **Online Homework will be completed on the due dates that appear in its calendar. Do not delay in signing in to this website so you can ensure full submission and credit of the Online Homework assigned for this class.** In order to receive full credit, you must work on the online assignments; strive to get them correctly and submit every single assignment assigned by the deadline to receive the best grade possible per chapter on the online homework submission**.** Online Homework submission is an important part of your overall grade. Take time to go through each assignment and work on it until you get them correct.

**IMPORTANT MATERIALS I will post ONLINE**:By now, I am sure you are familiar with ATLAS. I encourage you to learn how to use all the features the program offers. I will be using ATLAS (Blackboard to post announcements prior to our class meetings and to post exercise HANDOUTS, which you need to complete and have a hard copy ready in class of every single one of them to check your answers in class). Reading handouts will also be posted and you will need to have a hard copy with you during class. **HANDOUTS I post are part of your participation grade:** In addition, I will post Handouts on BLACKBOARD at the Atlas website. To access them go to: **Valenciacollege.edu. Once you log in, then look for the icon that says: ACCESS YOUR ONLINE CLASSES and click on your particular CRN class # to log into your class. Then, once in our classroom, look for the icon labeled: Handouts)**. Handouts have to be at hand in class and practice assignments must be completed by the due date specified under ANNOUNCEMENTS on BLACKBOARD or on the handout itself. Do not bring them in blank to fill them out in class! Besides some assignments may be assigned from your textbook. These assignments are part of your overall grade as stated on page # 3 of your syllabus.

Some WRITING assignments will be required to be typed, double spaced, using a 12 in. font. I will provide guidelines for them.

* **Online Homework:** This is where you will find an electronic workbook with the assigned online activities and tutorials to be viewed**.** You will only receive a grade if you complete all the assigned activities by the due date. If you get an unsatisfactory grade, most online activities you may repeat up to 3 times to achieve mastery. Doing so can only help your overall grade for this class.
* In addition, you will keep a folder/binder with all of your written assignments and any other activities done in class or at home.
* **IMPORTANT**: Being absent for class is not an excuse to turn in your homework late. Late homework will lose points. Make sure you contact a classmate by phone or email to get the information you missed.

**Oral Presentation & Writing Assignments:** Students will be required to do one memorized presentation in Spanish in front of the class or video recorded as specified by the instructor. You will have to submit a typed draft copy of your speech/ dialogue, etc to the instructor prior to the day of the presentation and a Final draft the day of the presentation. Guidelines will be provided. Everyone should present on the scheduled day, **no excuses and no make- ups.**  Reasonable excuses will be individually evaluated. Both written compositions will be written in class.

**Chapter Exams:** You must be in class to take the chapter exams. Also, some homework may be randomly selected to be graded. No makeup exams are available without explicit consent from the instructor, which will only be granted in case of jury duty or military service. Please make sure you communicate with me via e-mail or before/after class.

**Final Exam:** Exam will be given at the start of the lecture meeting during the last day of **class.** Late arrivals will not have extra time to complete the exam. Students cannot leave the classroom once examination begins. No exams will be handed out once the first student turns in their exam. **You will take one Final Comprehensive Exam per semester,** which should be taken according to the Valencia Final Exam Schedule. **In order to pass the course the student must score** **70%** **or higher on the Final exam**. IF YOU DO NOT TAKE THE FINAL EXAM, YOU WILL RECEIVE A **0** (zero) and will not be able to continue to the next level.

**Disclaimer Statement:**

**All above information it is subject to change at the discretion of the instructor** during the course of the term. It is the responsibility of the student to make any adjustments as announced verbally in class or in written by the instructor. **There are no make-ups for homework, chapter exams or the final exams. One on one case can be discussed with the instructor and upon receipt of proper documentation instructor will evaluate the situation to see if the student will be able to make up the missed assignment.**

 **Oral Assessment Rubric**

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria** | **Level of achievement (excellent) 5 - 4 points** | **Level of achievement (Acceptable) 3 points** | **Level of achievement (Not Acceptable) 2 - 1 points** |
| **Vocabulary** | Proper use of topic vocabulary No deviation from topicClear understanding of topic | Adequate usage of vocabulary appropriate to topic Minimum deviation from topicUnderstanding of topic | Inadequate usage of vocabulary appropriate to topic Deviation from topicLittle understanding of topic |
| **Grammar** | Proper usage of subject/verb agreement Proper usage of gender/number agreement Proper use of tense Uses facts, formulas, procedures and concepts appropriately to the level | Adequate use of subject/verb agreementAdequate use of gender/number agreement No interference with communication Adequate use of tense States appropriate to the level facts, formulas, procedures and concepts with some inaccuracies | Inability to use subject/verb agreement Inability to use gender/number agreement Salient interference with communication Inadequate use of tense Inappropriate use of facts, formulas, procedures and concepts to the level |
| **Adherence to topic/** **Flexibility in comprehension** | Able to exchange same ideas with the interviewer Connects ideas or develops solutions in a clear and coherent order | Some variation from the topic Able at times to interchange same ideas with the interviewer Arranges ideas or solutions into a simple pattern | Lack of understanding of topic at hand. No flexibility of transition from topic to topic List of ideas or expresses solutions in a fragmentary manner, without a clear or coherent order |
| **Pronunciation** | Clear enunciation of vowel sounds Close to native speech pattern (based on vowel sounds)Proper use of stressed syllable  | Inconsistency in vowel sounds Acceptable use of stressed syllable No interference with communication | Interference with communication due to vowel sounds Incorrect use of stressed syllable |
| **Fluency** | Fluid transition from topic to topicUninterrupted conversation | Some interruption in conversation. Adequate transition of topic | Long pauses in conversation Inconsistent transition of topic |

**Composition Criteria & Standards**

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria**  | **Level of achievement (excellent) 5 - 4 points** | **Level of achievement (Acceptable)** **3-2 points** | **Level of achievement (Not Acceptable) 1 – 0 point** |
| Organization | Clear supporting sentences. Clear conclusion. Clear Topic sentence.Clear cohesiveness in the development of the main topic.Clear transition of ideas within the topic. | One element missing and/or unclear. Includes sometransition of ideas within the topic. | Lack of topic sentence. Lack of sequence. Main idea not developed.Little evidence/weak transition of ideas within the topic. |
| Format and Mechanics (sentences, phrases, word order, punctuation) | Complete sentences. Word order is clear.No or minor inaccuracies of mechanical errors.Ability to discern a complete thought. | Complete sentences. Occasional inaccuracies of mechanical errors. | Errors interfere with communication of main topic. Frequent mechanical errors. Obscure meaning. |
| Vocabulary | Proficient use of topic vocabulary. Orthography is correct. | Adequate vocabulary usage. Occasional orthographical errors. | Frequent errors in vocabulary usage. Frequent orthographical errors. |
| Grammar | Proficient use of grammar (subject/verb agreement; noun/adjective agreement). Conveys ideas effectively. | Adequate use of grammar. Occasional errors interfering with communication. | Inadequate use of grammar. Frequent errors interfering with communication. |
| Adherence to topic | Stay faithful to the topic. Include information pertaining to the topic. | Some digression from the topic. Recognition of some of the information pertaining to the topic. | Topic not addressed. |

**Oral Presentation & Writing Assignments criteria:**

Good Information/ Accurate/ It shows the student’s work, not anyone else’s and no above level Spanish usage. Use what’s on our book: Ch. 1-Ch.5.

All information has been checked for accuracy and is relevant to the course.

1. Use of audio-visual aids whenever applicable: Student and group use visual and audio to help students understand better the information and to have a real experience with the material being discussed. Use of authentic material. Not reading off of a piece of paper.
2. Information Presented with authority: Student is not reading from notes. She/he shows familiarity with topic he/she is presenting.
3. Group work: There is coordination and organization in the presentation. Group cooperation and efforts are obvious through the presentation. Each member knows what is going on and presents the next speaker.

**Important Dates for FALL 2014 Term:**

**Instructor’s e-mail address:** mgouveia1@mail.valenciacollege.edu

* **Drop/Refund deadline: September 2nd, 2014**
* **Withdrawal deadline to receive a “W” grade: Nov. 7h, 2014.**
* **Classes end on Friday Dec. 5th, 2014.**
* **Final Exam Date for (SPN 1120)- 12:00 PM class (CRN # 13846) is on Tues. Dec. 9th from 1PM- 3:30PM. / It covers Ch. 1- Ch. 5**
* **Final Exam Date for (SPN 1120) – 2PM class (CRN # 13221) is on Thurs. Dec. 11th from 1PM – 3:30PM. / It covers Ch. 1- Ch. 5**
* \*\*\*\*ONLINE Homework will be due on Mondays / Wed. / Fri.!!!!!! Don’t wait until then, submit it ahead of time! \*\*\*\*
* -Due:\_\_\_\_\_\_: **Due: Oral Presentation in class!** (A description of your family: you & 3 family members): Ch. 1- Ch.3; (pg. 77 # 9). Be on the lookout in class for more details!

**NO MAKE UP EXAM WILL BE GIVEN, without prior instructor’s consent and it’s decided on an individual basis.**

**\*\*\*ALL ABOVE INFORMATION ON THIS SYLLABUS IS SUBJECT TO CHANGE ANNOUNCED OR WRITTEN AT THE DISCRETION OF THE INSTRUCTOR\*\*\***

**WEEKLY CALENDAR PAGE: To be placed in the front of your binder & pg. 3 for a quick glance:**

**(La Semana del) 26 de agosto** 2014 - **Ch. 1** Vocab. (pg.2-3) Introducing people/ greetings & farewell/ The Spanish Alphabet **(Week of) Aug. 26th** -Know El verbo Ser (pg. 17) for each SUBJECT pronoun learned on page 16 . For prior to class go over the material we’ve covered in the 1st week and what will be covered on Tues. Sept. 2nd.& on Thurs. 4th \*\*

**Week of Sept. 2nd:** -Ch. 1 Telling time (pg.18) vs. time related exp. (pg.19) / Number (pg. 14) / Gender and numbers of nouns (pg. 12) / Def. & indefinite articles (pg. 13)/ Verb: Hay on (pg. 14)

-Important: Read prior to class 9/9: Ch. 3 (Adjectives) Descriptive agreement (pg. 68-69.) Must know it to describe your family members & yourself. Remember Verb SER is used (pg. 17) with adjectives to describe people and things!

**Week of Sept. 9th**: Read prior to class: **Chapter 2**: Vocab (27,28,29) /Ch. 2: Regular –ar verbs on (pg. 38) = need to learn their endings to use it in class/ -**Ch.2** =Asking questions (pg.41)

**Semana del 15 de sept.** - Ch. 2: Verb Gustar (pg. 39 & pages 186- 187) / Verb Estar (pg. 42) must know its ending/ (numbers pg.44)

**Semana del 22 de sept -** **DUE MON. 9/22:** Online HW submission = **Student Activity Manual** @ ([www.vhlcentral.com](http://www.vhlcentral.com) CHAPTER **1**) **Ch. 3:** Learn = Possessive adjectives (pg. 70) to talk about your relatives & your family members.

**Semana del 22 de sept**.- Prior to class read: Ch. 3 Vocab. (pg. 57-58) &  **Ch. 3** Possessive adjectives (pg. 70) / learn the meaning in Spanish of the expressions on (pg. 75) / **Ch. 3: know** the conjugation of verb tener (pg. 74) /Learn the meaning in Spanish of the expressions on (pg. 75) to talk about your and others’ feelings when facing certain conditions!!!!

**Semana del 29 de sept** - Review: Ch. 3 Vocab (pg. 57, 58, 59). To use it in class. /Go over the meaning of the expressions on (pg. 75) Practice Ch. 3: Descriptive (Adjective) agreement (pg. 68 & 69).

**Semana del 6 de oct.** - **DUE MON. 10/6:**  Online Homework submission =  **Student Activity Manual** (CHAPTER **2**)

**Semana del6 de oct -** Ch. 3 - Regular –er/-ir = verbs (pg. 72) / Verb tener & venir (pg. 74) / Interrogative words in Spanish (pg. 41)/ Descriptive Adjective Agreement (pg. 69).

 **Due:**  - week of 10/7: In class CHAPTER EXAM:Ch. 1 & Ch. 2 & Written sentences to be turned in.

**Semana del 13 de octubre:** Prior to class read: Ch. 4 Vocab. (pg. 83, 84-85). / Ch. 4 Present tense of Verb conjugation of verb IR (pg. 94). Y**ou need to come familiarized with Ch. 4:** Vocab to use with this new verb in class.

**-Semana del 20 de octubre** - Review Verb IR (pg.94 top part of page). /Go over Ch. 4 second part of pg. 94 = (Future).

-Semana del 27 de octubre – Ch. 4Stem-changing verbs: ( i-ie / e-i / o -ue) on (pg. 96, 97 & 98) /irregular YO form verbs (pg. 100- 101) /Ch. 4 verbs: ver & oír (on pg. 101)/ **Ch. 4 -Review** Stem changing verbs (o-ue) (pg. 96)

**DUE: MON. 10/27:** Online Homework submission = **Student Activity Manual** (CHAPTER **3**)

**Semana del 3 de noviembre**–Ser vs. Estar + Adjectives (pg.129) . Prior to class read: Ch. 5 Vocab (pg. 113,114,115). Y**ou need to become familiarized with Ch. 5** Vocab to use it in class. /Present Progressive (pg.124)

**Semana del 10 de noviembre-** **Ch. 5** Ser vs. Estar + Adjectives (pg.129) /**Ch. 5** Present Progressive (pg.126-127), review conjugation of Estar (pg.42) to be used with Use with adjectives (emotions) and (conditions)

**Due: MON. 11/17:** Online Homework submission = **Student Activity Manual** (CHAPTER **4**)

-Semana del 17 & 25 de noviembre - / -Ch. 5: Read prior to class: Direct Object Nouns and Pronouns (pg. 130- 131) /Ser vs. Estar

**- DUE:** in class 11/18: **Chapter Exam:** Ch. 3 & 4

-**Semana del 1 de diciembre**- Review for the final exam.

**Due 12/3 Wed.:**  Online Homework submission = **Student Activity Manual** (CHAPTER **5)**

**Important Due Dates for Written Assignments:**

1**) Due on Sept. 25th:** Typed 1st **Written Assignment I.** Ch. 2: It’s a typed 12 font letter written to Profesora Gouveia on (pg. 39) Skip a lline and then introduce yourself on the 1st line as you did on the 1st day of class: ‘ Hi, I’m + your name” and proceed writing the paragraph by providing the information asked on (pg. 39) at: Entrevista # 4 (Answer #1- 9 in a paragraph format). It’s a paragraph format, so you will be answering these questions to give me information about your class schedule this semester (= este semestre) & some other info. I will be telling you in class to include.

2) **Due: 10/9** – Due: Typed Written sentences: Again practice using PARAGRAPH FORMAT, writing to: HOLA PROFESORA GOUVEIA. This is practice with C**hapter 4 future expression**: Use Ch. 4 Vocab. (pg. 84-85) to write about these activities you & family members are going to do in the future on = (next weekend = En el próximo fin de semana. Bring a total of 5 sentences. Bring 3 sentences stating such activities! 2 of these activities are ones you are going to be doing and pick 3 family members to describe what each person is going to be doing then. State places you go and why you are going to go there. The idea is to link specific places with activities done at such places. Restaurant = to eat, university = to study, etc.

**3 A) DUE: 11/13: Typed Written Assignment II: on Ch. 4 (pg.104) # 2.**

**3A** )Write a letter to a friend. Start out with city and date. Next line state: HOLA + friend’s name. State that during the Christmas vacation you and that friend are going to go to a certain city. (Only use Ch. 4 Future expression (on pg. 94) because you plan to do certain things/ activities.

3**) B) -Use vocabulary from Ch. 4 (pg. 84-85 & Ch. 5 pg. 114-115).** Include what’s stated on that assignment on (page 104 # 2) and also state who is going to be taking the needed steps to make sure this vacation takes place. Use vocabulary for this Chapter 4 on (pg. 84-85) to talk about what you are going to do and places you are going to visit this Christmas’ vacation (en estas vacaciones de Navidad) with your friend. In short include your schedule: (for a week = por una semana) or for a long weekend = el viernes & the 2 days of the weekend = (el sábado y el domingo) in the new town you are going to visit. USING ONLY WHAT HAS BEEN LEARNED IN CLASS!!!! USE ONLY THE FUTURE EXPRESSION LEARNED IN CLASS ON CH. 4 the future tense form of verbs will not be accepted.

* **November 7th, 2014**  - Withdrawal Deadline (This is the last date to withdraw with a “W” grade)

 **ALL ABOVE INFORMATION IS SUBJECT TO CHANGE AT PROFESSOR’S DISCRETION**

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# PURCHASING A SUPERSITE CODE

This class requires technology access. This access allows you to complete and submit assignments and tests; access all media and study tools; receive announcements; and communicate with your instructor.

Shop smart: only buy books that include the required Supersite code!

You will spend more if you purchase the textbook and code separately. New textbooks purchased at the bookstore will include this code. Most books that are sold online or used DO NOT include the access code. Always check that what you are buying includes the code.

For value-priced packages, and free shipping, visit [**www.vhlcentral.com/store/240794**](http://www.vhlcentral.com/store/240794)

# SETTING UP YOUR ACCOUNT

## Returning Students

If you have an existing Supersite account for any Vista Higher Learning textbook, complete these steps:

* Go to [vhlcentral.com](http://www.vhlcentral.com/)
* Log in using your existing account information.
* Choose one of these options:

**Already have access to the Supersite for this course?** Enroll in the course by clicking the "Enroll in a course" link. Then complete "Step 5 - Select a Course/Class" below.

OR

**Don't yet have access to the Supersite for this course?** Redeem your new Supersite code by clicking the "Redeem a code" link. Then complete "Step 3 - Activate Code" below.

## New Students

If you are **new** to Vista Higher Learning, complete these steps:

### Step 1 - Go to [vhlcentral.com](http://www.vhlcentral.com/register)

### Step 2 - Choose one of these options:

* **Did you buy your code at the online Store?** If you created a student account on the store, use the same login information. If you can see your course book on the home page after logging in, go to "Step 5 -Select a Course/Class." If no book appears, go to "Step 3 - Activate Code." OR
* **Create an Account**
* In the "Login Information" section of the account creation page, enter a username of your choice.
* Enter the email address you would like to associate with your account.
* Enter and confirm a password of your choice.
* In the "Personal Profile" section, enter your first and last name as you wish them to appear in your Instructor's roster.
* Select the year of your birth from the drop down list.
* Enter a student ID (optional).
* In the "Security Information" section, provide the answer to a secret question, which may later be used to help you access your account if you forget your password.
* After you enter all of the information, click "create an account."
* Click "agree." (Before your account is created, you must agree to the terms and conditions of use policy.)

### Step 3 - Activate Code

* On the code activation screen, enter your Supersite code.
* Click "activate code" to continue.
* Look for a message at the top of the screen confirming that the code was successfully redeemed.

### Step 4 - Select a School

* Locate your school by typing your school’s name, Valencia College-East / Winter Park. To narrow the search results, add the city and state, Orlando, FL, (include the country, if outside of the USA.) in which your school is located.
* Click "find." If the terms you entered did not result in a successful search, follow the on-screen tips to revise your search.
* Select your school from the list by clicking on its name.
* Click "select school" to add the school to your account.
* Look for a message at the top of the screen confirming you successfully added the school.

### Step 5 - Select a Course/Class

* From the list of available classes at your school for your textbook's Supersite, look for Instructor "Gouveia" and the course "SPN 1120 –
* If more than one class is listed for your instructor, click the information icons in the class listings until you locate the section (CRN number for your class and the class time).
* Click Save. You should see a confirmation that you successfully enrolled in your instructor's course.

**ELEMENTARY SPANISH I- SPN 1120Summer 2014 TERM For T/TH. Class: Due Filled out and signed: Tues. Sept. 9, 2014**

 **Student Copy - Prior to returning to you, it must be initialed by instructor here \_\_\_\_\_\_\_\_**

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(print full name) received, read and understood the SPN 1120 syllabus.**

1. I understand that it is my responsibility to arrive prepared to class (i.e. have read ahead, HW done, etc.)\_\_\_\_\_\_\_\_\_\_\_\_ (initials)
2. I understand the class’s attendance policy.\_\_\_\_\_\_\_\_\_\_\_(initials)
3. I understand the class’s make up policy (i.e. no make-ups).\_\_\_\_\_\_\_\_(initials)
4. I understand that arriving over 15 minutes late means that I will receive an absence and will not be given extra time to complete in class assignments (i. e. exams, turning in graded materials )\_\_\_\_\_(initials)
5. I understand that I may not be able to take an examination if I am tardy to class.\_\_\_\_\_\_(initials)
6. I understand that once a student has completed their exam and left the room, no more exams

 will be given to tardy students.\_\_\_\_\_\_\_(initials)

1. I understand the class homework policy is: (no late HW accepted).\_\_\_\_\_\_\_(initials)
2. I understand that cellular phones are to be **turned off** and be **put away during** class and all examinations. I understand that disrupting class with my phone ringing will result in a 10-point deduction per incident.\_\_\_\_\_\_\_\_(initials)
3. I understand that disrupting class by: talking, having a cell phone ringing or other behavior that is deemed as incompatible with a positive learning environment can result in my being asked to leave the room. Failing to do so will result in campus security being contacted. \_\_\_\_\_\_(initials)
4. I have read and understood the VCC Student Core Competencies.\_\_\_\_\_\_(initials)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Print full name Date

Returning this complete sheet constitutes the above student’s class attendance.

**ELEMENTARY SPANISH I- SPN 1120 Fall 2014 TERM**

 **Instructor Copy - turn it in fully completed. Due** **Filled out and signed: on September 9th, 2014**

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(print full name) received, read and understood the SPN 1120 syllabus.**

1. I understand that it is my responsibility to arrive prepared to class (i.e. have read ahead, HW done, etc.)\_\_\_\_\_\_\_\_\_\_\_\_ (initials)
2. I understand the class’s attendance policy.\_\_\_\_\_\_\_\_\_\_\_(initials)
3. I understand the class’s make up policy (i.e. no make-ups unless documentation is provided).\_\_\_\_\_\_\_\_(initials)
4. I understand that arriving over 15 minutes late means that I will receive an absence and will not be given extra time to complete in class assignments (i. e. exams; turning in graded materials)\_\_\_\_\_(initials)
5. I understand that I may not be able to take an examination if I am tardy to class.\_\_\_\_\_\_(initials)
6. I understand that once a student has completed their exam and left the room, no more exams

 will be given to tardy students.\_\_\_\_\_\_\_(initials)

1. I understand the class homework policy (no late HW accepted).\_\_\_\_\_\_\_(initials)
2. I understand that cellular phones are to be **turned off** and be **put away during** class and all examinations. I understand that disrupting class with my phone ringing disruptively will result in a 10-point deduction per incident.\_\_\_\_\_\_\_\_(initials)
3. I understand that disrupting class by: talking, having a cell phone ringing or other behavior that is deemed as incompatible with a positive learning environment can result in my being asked to leave the room. Failing to do so will result in campus security being contacted. \_\_\_\_\_\_(initials)
4. I have read and understood the VCC Student Core Competencies.\_\_\_\_\_\_(initials)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Print full name Date

Returning this complete sheet constitutes the above student’s class attendance.

SPN 1120/1121- Elementary Spanish I & II Do not cut the page please!

Required Student Questionnaire: **Due Filled out and signed: By: Tuesday: 09/09/14**

Please complete this questionnaire and return it to me on: Tuesday Sept. 9th, 2014 it will count as your attendance for the day.

**Instructor’s Copy:**

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prefers to be called by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have contact with Spanish Speakers at work? \_\_\_\_\_\_\_at home? \_\_\_\_\_\_\_\_ on a social basis? \_\_\_\_\_

What is your reason for taking this course? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Print Full name Date

Please cut and keep bottom portion in your binder:

\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**Student’s Copy: Do not cut the page please! Due Filled out and signed on: Tues. 9/9/14**

**Must be initialed by instructor here & returned to you\_\_\_\_\_\_\_\_\_**

Name of your instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail of your instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

When is the withdrawal deadline? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is the consequence of withdrawing after the deadline? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is the overall percentage for this class of Online Homework submission?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Final Exam: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Classmate name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_

Classmate name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Print Full name Date

Information for obtaining access to the online portion of this class. Check your Valencia e-mail for detailed information about this. I’ve e-mailed it to you and also posted these steps for your class on Blackboard under HANDOUTS FOR CLASS.

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* Select the year of your birth from the drop down list.
* Enter a student ID (optional).
* In the "Security Information" section, provide the answer to a secret question, which may later be used to help you access your account if you forget your password.
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