

SPAN 1412 BEGINNING SPANISH II



Syllabus

Basic Information

Professor name:

OFFICE:

OFFICE PHONE:

E-MAIL:

OFFICE HOURS: TBA

Prerequisites

SPAN 1411 or one year of high school Spanish.

This course is a Web Course and is conducted within Canvas at <http://utpb.instructure.com>. Academic assistants may be used within this course. The academic assistant is responsible to the instructor and will be assigned specific tasks.

Materials

Ábrego, Perla. *Extramuros. Beginning Spanish*. Kendall-Hunt, 2017. **E-book* (required)**

ISBN: 978-1-5249-4121-5

*Codes can be purchased at the UTPB Bookstore or through the publisher website here:

<https://he.kendallhunt.com/product/extramuros-beginning-spanish>

Other required materials: *Webcam and Microphone.*

Course Description

Course Catalog Description:

Spanish 1411 is the first in the lower and intermediate level Spanish language classes offered by UTPB and is designed to acquaint the student with the four basic skills: listening, speaking, reading, and writing. It will also include an introduction to Hispanic culture.

In **SPAN 1412** students will acquire novice low to mid proficiency in Spanish (ACTFL guidelines) in all four skill areas: listening, speaking, reading, and writing.

Listening: Students will be able to understand short, learned utterances and some sentence-length utterances, particularly where context strongly supports understanding and speech is clearly audible. Comprehends words and phrases from simple questions, statements, high-frequency commands, and

courtesy formulae. May require repetition, rephrasing, and/or a slowed rate of speech for comprehension.

Speaking: Student will be able to satisfy partially the requirements of basic communicative exchanges by relying heavily on learned utterances but occasionally expanding these through simple recombination of their elements. Can ask questions or make statements involving learned material. Shows signs of spontaneity although this falls short of real autonomy of expression. Speech continues to consist of learned utterances rather than of personalized adapted ones. Vocabulary centers on areas such as basic objects, places, and most common kinship terms. Pronunciation may still be strongly influenced by first language. Errors are frequent, and, despite repetition, some Novice-High speakers will be understood by sympathetic interlocutors.

Reading: Students have enough control of the writing system to interpret written language in areas of practical need. Where vocabulary has been learned, can read for instructional and directional purposes, standardized messages, phrases, or expressions, such as some items on menus, schedules, timetables, maps, and signs. At times, but not on a consistent basis, the Novice-High level reader may be able to derive meaning from material at a slightly higher level where context and/or extra linguistic background knowledge are supportive.

Writing: Students can supply information on simple forms and documents and write names, numbers, dates, own nationality, and other simple autobiographical information, as well as some short phrases and simple lists. Can write all the symbols in an alphabetic or syllabic system or 50-100 characters or compounds in a character writing system. Spelling and representation of symbols (letters, syllables, and characters) may be partially correct.

A VERY IMPORTANT NOTE: The course requires continuous and independent work to consolidate the knowledge and linguistic skills developed during the semester. Because of the nature of this course, learning is built up on previous material. To be successful, you must have determination, good study habits, and be able to meet deadlines. Remember you are responsible for your own learning!

Measurable Learning Objectives and Outcomes:

This Spanish course pays equal attention to developing all four language skills (listening, speaking, reading, and writing), with a special emphasis on the oral aspects of the Spanish language. After studying all materials and resources presented in the course, the student will be able to:

CO.1 Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the past (preterit and imperfect) and the future and produce questions and responses on a variety of topics dealing with everyday life in discussion forums.

CO.2 In terms of level-appropriate spoken Spanish, develop speaking and pronunciation skills through voice recordings and one oral exam.

CO.3 Write simple sentences and organize them into short paragraphs in compositions assignments. Rewrite and revise those compositions for grammar accuracy.

CO.4 Interpret level-appropriate texts in Spanish by answering questions in complete sentences, and/or expressing reactions and opinions in reading assignments.

CO.5 Identify and discuss traditions, customs, and values of the Hispanic world through discussion forums.

CO.6 Apply grammar skills covered in this course to the completion of evaluation sheets, one midterm exam and one final exam.

Important Academic Dates

UTPB Academic Calendar: <https://www.utpb.edu/calendar/iframe/academic-calendar.pdf>

Course Overview

1. Midterm and Final Exams (1 MT) X (10%) + (1F) X (10%) = (20%)

The midterm and the final exams consist of all the material studied up to that point. They will include different type of activities related to:

1. a) Listening and reading comprehension
2. b) Short or extended writing
3. c) Linguistic contents (functional uses of the language, grammar, and vocabulary)
4. d) Cultural and reading material

The final exam will be administered during Final Exam Week. There will be no alternate date for the final exam, so plan accordingly.

2. Compositions (1 Essay) = (15%)

You will write one composition. Complete sheet of instructions will be posted in Canvas at least one week in advance.

Your instructor will return your composition to you in a week for a rewrite (*versión final*). Rewrite is required for the composition and is due before or by the date listed on your Course Calendar. No late work will be accepted. If you fail to turn in a composition or a rewrite, or it is late, your instructor will give you feedback, but you will receive "0" for that assignment.

3. Bi-weekly discussions on Canvas (6 Forums) X (2.5%) = (15%)

A topic related to Hispanic culture sections will be discussed on Canvas. Some assignments will be in English, others in Spanish. You will have to post two comments for each discussion.

4. One oral exam (10%)

You will complete this exam by recording a voice message. Specific instructions will be given at least one week in advance.

5. Voice-Recordings and Readings (15%)

You will complete voice-recordings and reading assignments (1 or 2 per module). The recordings will be used to practice your speaking ability and pronunciation. The reading assignments will be used to practice your reading and writing abilities.

6. Evaluation Sheets (Hojas de evaluación) (6 Modules) X (4.1%) = (25%)

Practice is the most important activity of the course. Your interaction with the exercises and activities will have a strong influence on your overall performance. *Hojas de evaluación* include written and listening activities. It is not simply “more of the same” but rather an integral component of the course. Students should note that a direct correlation has been observed between final grade in the course and regular completion of the E-textbook exercises, with students who work regularly generally attaining higher grades in the course. Please remember that exams will be closely related to the textbook exercises, and that you will not be able to be successful in exams unless you do your homework tasks.

Canvas is the platform for the communication tools for use in this class —such essential items as syllabus, announcement, assignments, formats, and other resources. Because all important information is located on Canvas, you must access it daily.

Grading:

Course Activity	#	%	Percentage of Total Grade
Voice-Recordings/Readings	6	2.5%	15%
Midterm Exam	1	10%	10%
Final Exam	1	10%	10%
Compositions	1	15%	15%
Discussions	6	2.5%	15%
Oral Exam	1	10%	10%
Evaluation Sheets	6	4.1%	25%
			100%

Grading Scale:

Grade Range	Letter Grade
90 and above	A
80 to 89	B

70 to 79	C
60 to 69	D
Less than 59	F

**Unless otherwise stated, all materials, activities, and assessments are required and are not optional.*

Students are responsible for maintaining progress of their own grades through the semester. The instructor will only calculate final grades when the course ends.

Communication, Grading & Feedback: I will be available by email. Emails will be responded within 48 hours. I will also be available during my virtual office hours for tutoring and advising. Graded assignments will be returned, and feedback will be provided one week after the deadline.

Time Management: There is one or two deadlines per week for course material and discussions, but you should be working at least two hours per day to keep up with the course load.

Policies

1. **Discussion Board:** Discussion Board is primarily for discussing course related topics and issues.
Best practices are:
 1. Read all message postings in online discussion.
 2. Respond to the question directly
 3. Reply according to the rubric of that forum.
 4. Use a person's name in the body of your message when you reply to their message.
 5. Avoid postings that are limited to 'I agree' or 'great idea', etc.
 6. Ensure responses to questions are meaningful, reflective.
 7. Support statements with concepts from course readings, refer to personal experience, examples.
 8. Follow **Rules of Behavior**.
2. **Rules of Behavior:** Discussion areas are public to every student in this class (including your instructor) who will see what you write. Please pay attention to the language you use and adhere to the following guidelines:
 1. Do not post anything too personal.
 2. Do not use language that is inappropriate for a classroom setting or prejudicial in regard to gender, race, or ethnicity.
 3. Do not use all caps in the message box unless you are emphasizing (it is considered shouting).
 4. Be courteous and respectful to other people on the list

5. Do not overuse acronyms like you would use in text messaging. Some of the list participants may not be familiar with acronyms.
6. Use line breaks and paragraphs in long responses.
7. Write your full name at the end of the posting.
8. Be careful with sarcasm and subtle humor; one person's joke is another person's insult.

3. **Make-Up/Late Submission Policy:**

All course activities must be submitted before or on set due dates and times. If the student is unable to abide by the due dates and times, it is her/his responsibility to contact the instructor immediately and before the due date. No late work will be accepted. There are no extra assignments for extra credits in this course.

4. **Academic Dishonesty/Plagiarism/Cheating:** The academic community regards academic dishonesty as an extremely serious matter, with serious consequences. Any effort to gain an advantage not given to all students is dishonest whether or not the effort is successful. Any suspicion of academic dishonesty will be reported and investigated. A student who engages in scholastic dishonesty that includes, but is not limited to cheating, plagiarism, and collusion will receive an "F" for the course.

All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. For complete information on UTPB student conduct and discipline procedures consult the [University's Handbook: Scholastic Dishonesty](#)

Academic dishonesty includes, but is not limited to cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor, or the attempt to commit such acts.

Plagiarism includes, but is not limited to the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one's own academic work being offered for credit.

5. **Attendance and Class Participation:** Regular and active participation is an essential, unmistakably important aspect of this online course. Students will log on a minimum of three times every seven days. All students are expected to do the work assigned, notify the instructor when emergencies arise.
6. **Tracking:** The learning management systems have a tracking feature. Statistics are collected that quantifies how often and when students are active in the course and provides information if the student has accessed different pages of the course.

7. **Absenteeism:** All the course activities have set dates to be completed and submitted. After the due dates the activities will not be available for the students. Not logging into an online course is considered absenteeism. Contact instructor immediately in case of emergency medical situation.

8. **Course Incomplete/Withdrawal/Grade Appeal:**

All students are required to complete the course within the semester they are signed up. Incomplete grades for the course are rarely given, will only be granted if the student provides a valid, documented excuse for not being able to complete the course on time, and has contacted the instructor prior to the scheduled last class to request an extension. The student signs a contract that includes the incomplete course activities and the new due dates.

Find information and dates regarding drops and withdrawals consult the University Handbook: [Drops and Withdrawals](#), and [Appeal Process](#)

NOTE: The due dates and times for the activities will adhere to the Central Time Zone.

9. **Accommodation for Students with Disabilities:**

Students with Disabilities: The University of Texas of the Permian Basin in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act provides “reasonable accommodations” to students with disabilities. Any student with a disability who is requesting an accommodation for this course must provide the instructor with official documentation in the form of a letter from the ADA Officer for Students. Only those students who have officially documented a need for an accommodation will have their request honored. **Adapted from UTSA ADA syllabus statement.**

ADA Officer for Students: Mr. Paul Leverington

Address: Mesa Building 4243

Voice Telephone: 432-552-4696

Email: ada@utpb.edu

Computer Skills, Technical & Software Requirements

Required skills: Students will need to create word, power point processing documents and voice recordings, save files, submit files.

Students can use cloud version of Word, PowerPoint and other Microsoft products through use of their UTPB Outlook 365 and UTPB email address. For more information refer to [UTPB Office 365 Page](#)

Computer Technical Requirements

[Technical Requirements](#)

For the accessibility and privacy statements of external tools used within courses, go to [Accessibility and Privacy Statements](#)

Online Student Authentication

UTPB requires that each student who registers for a distance course is the same student who participates in, completes, and receives credit for the course. UTPB's Distance Education Policy requires faculty members to employ at least two methods of verification to ensure student identities. To access online courses students must login to the UTPB learning management system using their unique personal identifying username and secure password. UTPB's Distance Education Policy requires at least one additional student identification method within the course that has been determined and approved by the faculty or academic program.

Second method of authentication: Students must login to Canvas using their personal username and password. Students are required to participate in one (1) video recording in Canvas. Students must have their Photo/Student ID in hand.

*Approved up to date photo identifications are: passports, government issued identification, driver's licenses, military ID from DoD. Dual credit and early college high school students use school district identifications.

Preparation for Emergencies

Computer Crash: Not having a working computer or a crashed computer during the semester will NOT be considered as an acceptable reason for not completing course activities at a scheduled time. NOTE: Identify a second computer before the semester begins, that you can use when/if your personal computer crashes.

Complete Loss of Contact: If you lose contact with course connectivity completely (i.e. you cannot contact me via Canvas or email), you need to call instructor, and leave message regarding connectivity loss and contact information.

Lost/Corrupt/Missing Files: You must keep/save a copy of every project/assignment on an external drive, UTPB Outlook 365 OneDrive, or personal computer. In the event of any kind of failure (e.g. virus infection, student's own computer crashes, loss of files in cyberspace, etc) or any contradictions/problems, you may be required to resubmit the files.

End-of-Course Evaluation & Instructor Evaluation

Every student is encouraged to complete an end-of-course evaluation/survey provided by UTPB. During the last few weeks of class, you will receive an announcement through email notifying you that the Course/Instructor Survey is available. You may follow the link in the email to complete the survey using the same credentials to access your courses here. When entering the emailed Survey link, you will see a list of surveys for you to complete. Another way to find End-of-Course Evaluations is through your my.utpb.edu account > My Surveys & Evaluations are on the first page after you log in.

The survey is anonymous, and your responses are confidential. Your feedback is critical to us and to your instructor as we strive to improve our offerings, and our support of you, the students.

Student Support Services

SERVICE	CONTACT
ADA Accommodation/Support	Testing Services & Academic Accommodations Department (432) 552-2630
Advising	UTPB E-Advisor (432) 552-2661 UTPB Academic Advising Center
Bookstore	UTPB Campus Bookstore (432) 552-0220
Email, Outlook 365, my.utpb.edu	Information Resources Division (IRD)
Financial Aid and Scholarship	UTPB Financial Aid (432) 552-2620
Library	The J. Conrad Dunagan Library Online at (432) 552-2370
Registrar	UTPB Registrar (432) 552-2635

SERVICE

CONTACT

Student Services

[Dean of Students](#)
(432) 552-2600

Technical Support

[Canvas](#)
1-866-437-0867

Tutoring & Learning
Resources

If you are taking courses through UTPB the following links provide services: [Smarthinking Online Tutoring](#) (provides tutoring services), [SmarterMeasure](#) (measures learner readiness for online course).

Disclaimer & Rights

Information contained in this syllabus was to the best knowledge of the instructor considered correct and complete when distributed for use in the beginning of the semester. However, the instructor reserves the right, acting within the policies and procedures of UTPB to make changes in the course content or instructional techniques without notice or obligation. The students will be informed about the changes, if any.

Copyright Statement

Many of the materials that are posted within UTPB courses are protected by copyright law. These materials are only for the use of students enrolled in the course and only for the purpose of the course. They may not be further retained or disseminated.

MODULES

MODULE 1: LOS DEPORTES Y EL TRABAJO

TOPICS:

Vocabulary: Expressions related to work and sports

Grammar: The preterit of regular and irregular verbs.

MODULE 2: LA COMIDA

TOPICS:

Vocabulary: Expressions related to foods, drinks, and restaurants.

Grammar: Stem-changing verbs, comparisons of inequality, equality, and the superlative,

MODULE 3: LAS CIUDADES

TOPICS:

Vocabulary: Expressions about urban places and transportation.

Grammar: The imperfect tense, the preterit versus the imperfect, uses of “por” and “para”.

MODULE 4: LA SALUD

TOPICS:

Vocabulary: Expressions related to health and fitness.

Grammar: Formal and informal commands.

MODULE 5: CELEBRACIONES EN EL MUNDO HISPANO

TOPICS:

Vocabulary: Expressions related to Hispanic celebrations.

Grammar: The future tense, introduction to the subjunctive mood, the present subjunctive.

MODULE 6: EL ENTRETENIMIENTO

TOPICS:

Vocabulary: Expressions related to the entertainment industry.

Grammar: Possessive pronouns, the compound tenses.