

SYLLABUS SPANISH 100 C, 100 D FALL 2010

Profesora: Margaret L. Snyder

Oficina: Comenius 410

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Horas de Oficina: M W 1:15 – 2:15, Th 11:30 – 12:30 and by appointment

Materiales: Zayas-Bazán, Eduardo and Susan M. Bacon, *¡Arriba! Comunicación y cultura, Volume 1*, Custom Edition for Moravian College

Student Access Code for MySpanishLab

Oxford New Spanish Dictionary

COURSE CODE For MySpanishLab: *Spanish 100 C* (class at 10:20): **CRSCDXB-802765**

Spanish 100 D (class at 11:45): **CRSCD9E-802766**

Objectives: The aim of the Spanish 100-105-110 program is to establish the basis of a life-long learning experience in the Spanish language, which will include the development of communicative skills and learning about the cultures of the Spanish-speaking world. The material of study is divided into three semesters and throughout the program, students develop language skills in reading, writing, listening and speaking in Spanish which allow them to handle simple real life situations and simple communicative tasks (such as ordering a meal, asking directions and making purchases). They should be able to ask and answer questions in simple sentences about themselves, their daily routine, and so forth, within meaningful, culturally authentic contexts. Students are expected to attain the "Intermediate Low" level of proficiency upon completion of this basic language program.

Español 100 will focus on Lessons 1 - 5 of *¡Arriba! Comunicación y cultura*. Students will be able to communicate about aspects of daily life in home, school, and community in conversation and in writing in the present tense. Students will have a general understanding of geography and cultural realities of the Spanish-speaking world, with particular focus on Spain, Mexico, Guatemala, El Salvador, Honduras, Costa Rica, Nicaragua and Panama.

Asistencia (Attendance). Faithful attendance is required. An unexcused absence will result in a class grade of 0 for that day as well as a grade of 0 in any quiz or homework assignment due that day. I will excuse absences due to illness or other emergency, but **ONLY IF YOU NOTIFY ME BEFORE THE CLASS TO BE MISSED**. IF YOU ARE TOO ILL TO CALL OR EMAIL, HAVE SOMEONE ELSE DO IT FOR YOU. I reserve the right to request documentation.

You will not be excused for more than two consecutive absences without documentation from the Office of Learning Services. If you are ill such that you are unable to attend class for more than two days, contact Learning Services at X1510.

Nota de clase (Class grade). Students must complete all assigned work in the textbook and in MySpanishLab, before coming to class. Those who come on time and are prepared will receive 100% for a class grade that day. Those who come to class unprepared will receive a class grade of 50%. Those who arrive late will receive a 75%. Late and unprepared, 25%. Unexcused absence, 0%. More than three absences, *excused or not*, will result in a penalty of 3% off your class grade for each absence beyond the third. Generally the students who do best in the course are those who have NO absences.

What is MySpanishLab? It is a website with a wealth of resources for you at www.myspanishlab.com. *MySpanishLab* contains many activities assigned as homework, but in addition it has other useful resources: Your entire textbook is there in electronic form. There are tutorials in English and Spanish grammar. There are vocabulary flashcards and Powerpoint presentations of the grammar lessons. There is a glossary. There are audio and video materials, including cultural lessons in video. This syllabus and other useful documents are also available online at *MySpanishLab*. You will not have time to use everything that is there but I hope you will at least become familiar with what is available so you can use what will most help you or what most interests you. To access *MySpanishLab*, you must have the code you purchased with your textbook at the bookstore. After you use that code to create your MSL account, you will need a section code to enroll. Find the code for your section on the first page of this syllabus near the top. *Be sure not use the code for the other section.*

Preparación. What is your goal as you prepare for class? It should *NOT* be “to get the homework done”. It should be to master the material, whether vocabulary, verb forms, or concepts that will enable you to communicate in Spanish. The assignments in your book and in *MySpanishLab* are tools to that end. The assignments are *NOT* the end. Use the tools you are assigned and whatever others you find appropriate and useful. If you approach your work in this spirit, you will learn more.

FORMAT FOR WRITTEN WORK

I will not accept written work that does not follow these formats

Handwritten:

- Use smooth-edged paper (no spiral notebook tear-outs)
- Write NEATLY on every other line.
- Write QUESTIONS and answers. Answer in complete sentences unless otherwise directed.
- Clearly label each activity.
- This applies to written activities from MSL* and from the textbook. *Write out textbook activities that are not short answers.*

Typed:

- Use **16 pt** Times New Roman or Arial.
- Triple space.
- Write QUESTIONS and answers. Answer in complete sentences unless otherwise directed.
- Clearly label each activity.
- This applies to written activities from MSL* and from the textbook. *Write out textbook activities that are not short answers.*

*The Assignment Calendar will tell you which activities to write out. All others will be completed online.

Quizzes (Pruebas) and make-ups: There will be a vocabulary quiz part way through each chapter, an end-of-chapter quiz after every chapter except Chapter 5. No make-up quizzes will be given for unexcused absences. SEE ATTENDANCE POLICY REGARDING EXCUSED ABSENCES. If your absence is excused and you wish to be considered for a make-up, you must discuss this with me *before the next class meeting*.

Academic Honesty. Please refer to the Academic Honesty Policy section in the Student Handbook. In addition, be advised that improper use of the dictionary or use of online translating services for written assignments will result in a grade of zero. *Proper* use of your dictionary is 1) looking up words in the Spanish-English part from reading assignments and 2) looking up words in the English-Spanish part that you have learned but don't remember. **Your written work should never include any vocabulary or grammar that we have not covered this semester.** Such work will be rejected.

Examen final: The final exam is cumulative. Spanish 100 C will be Tuesday, December 14, at 8:30 a.m.
Spanish 100 D will be Monday, December 13, at 1:30 p.m.

Classroom expectations. Students are expected to show respect for all present by

- arriving on time.
- not eating in class.
- turning off phones and putting them away.
- not wearing hats that prevent eye contact.
- refraining from private conversations during class.
- taking care of bathroom needs before class so as not to disrupt class with coming and going.

Final grade:

Vocab quizzes (<i>Pruebas de vocabulario</i>) (5)	30%
End-of-chapter quizzes (<i>Pruebas de fin de capítulo</i>) (4)	30%
Class grade (<i>Nota de clase</i>)	10%
MSL (SAM)	5%
Written homework	5%
Video activities	5%
Final exam	15%

Diversión. Fun. Did I say Have Fun? *¡Diviértase!*

