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MORAVIAN COLLEGE
DEPARTMENT OF FOREIGN LANGUAGES
SYLLABUS SPAN 100
INTRODUCTORY SPANISH I
FALL 2011

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Office: Comenius 408

Office Hours: M 4-5pm and F 9-10am or by appointment

Textbook and materials required: Zayas-Bazán, Bacon, and Nibert *¡Arriba! Comunicación y cultura*, 6th Edition, volume 2, Custom Edition for Moravian College

Student Code for MySpanishLab

Oxford New Spanish Dictionary (or other pocket bilingual dictionary)

My Spanish Lab, Spanish 105 SECTION ID: CRSCDCI-628787

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. **What is your goal as you prepare for this class?** It should *NOT* be just "to get the homework done". It should be to *master the material*, whether learning vocabulary, learning verb forms, or understanding concepts. 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.

IMPORTANT NOTE: This will be a demanding course. Expect to spend about 2-3 hours outside class for every session. The good news is that you have excellent resources and by doing the work

conscientiously, you will be speaking Spanish competently at an elementary level in no time. You will be using **MySpanishLab Online Resources**. This is a nationally hosted online learning system created for students in college-level language courses. It includes a wide array of language-learning tools and resources: interactive version of the ¡Arriba! Student Activities Manual, an electronic version of the ¡Arriba! textbook, and all materials from the ¡Arriba! Audio and video programs, Readiness checks, chapter tests/practices, tutorials, vocabulary flashcards, grammar lessons, cultural lessons in video, a glossary, and much more. You can even record and listen to yourself. Much of your homework will be done online at www.myspanishlab.com. 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. **Instructors** can use this system to make assignments, post announcements, set grading parameters, listen to student-created audio recordings, e-mail students, collect and keep scores of graded exercises, assignments and tests, and provide feedback on student work. **Students** will need to use a Student Access Code to access **MySpanishLab** – Attention! New students will receive instructions on how to register in **MySpanishLab course**. All students must enroll in my course Spanish 100, **Section ID: CRSCDCI-628787**, in order to access assignments, announcements, notes, instructions, and other online resources. Your progress report will be available on **Blackboard**. Please register on Blackboard and enroll in my class: **Introductory Spanish I**.

Before coming to class, you are to prepare all assigned materials. Writing should be done neatly and kept in a loose-leaf notebook.

FORMAT FOR WRITTEN WORK

I will not accept 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.

Typed:

- Use **12 pt** Times New Roman or Arial.
- Use **double** 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.

Graded written work. Generally we will go over written assignments in class. I will sometimes collect it for a grade. At the end of each chapter there will be a more extensive writing activity that will be done during class.

Class attendance: Faithful attendance is expected, since continuous practice is needed in order to learn a language. The learning of a language is a cumulative process, and it is not easy to make up for several missed classes.

- An unexcused absence will result in a class grade of 0 for that day as well as a grade of 0 in any quiz, test 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 can't call or e-mail, have someone do it for you. In addition, you must present a documented excuse when you come back to class! If your absence is excused and you wish to be considered for a make-up, you must contact me *before the next class meeting*.
- Your weekly class participation grade will suffer beginning with the first absence, regardless of the reason for it.
- **Remember:** Requests to excuse absences at the end of the semester will not be considered. Students have the responsibility of keeping track of their own absences. No reminders will be given.
- This is NOT an online course. You must attend class to succeed.

Class participation: Students are expected to come to class having prepared ALL materials assigned by the professor. In class, students **must participate actively** speaking in group activities, pair work, short oral presentations, and class discussions. Missing class lowers the participation grade.

Active Participation in class will be graded as follows:

A= 95 or higher *Excellent participation* (the student answers questions and offers interesting comments without the need of the professor or the debate leader calling on him/her. The comments and answers show that the student prepared, completed and understood the assignment.

B = 85 *Good participation* (the student answers questions and offers interesting comments whenever the professor or debate leader calls on him/her. Sometimes, the student participates without being asked. The comments and answers show that the student has prepared and understood the assignment.

C= 75 *Fair participation* (the student answers questions and offers comments only when the professor or debate leader calls on him/her. The comments and answers show that the student has prepared or attempted to complete the assignment, but doesn't seem to understand it.

D= 65 *Poor participation* (the student answers questions and offers very brief comments only when the professor or debate leader calls on him/her. The comments and answers show lack of interest and/or a poor preparation.

F= 55 *Lack of participation* (the student does not answer questions and does not offer any comments in the class or group discussion. The lack of comments and answers as well as incorrect answers, show that the student has not completed the assignment or, if he/she has done it, it has been in a careless or incomplete way).

Tests/Pruebas: There will be a test after every chapter and a final oral exam. **Chapter tests** will include the following: vocabulary, contextualized grammar, reading and comprehension, short compositions, and culture. The **final will be an oral exam** and it will cover materials from lessons 1-5. **NOTE: Your instructor will give you guidelines at least two weeks before the final.** Unauthorized absences from the tests or the final exam will result in a grade of zero for that test or exam. Make-ups will only be given if

students inform the professor of the reason for the absence **before** the exam is given in class by calling (or having someone call) or sending an E-mail message. The make-up will be given at the professor's discretion.

Homework: You **must** go to www.myspanishlab.com to access your homework assignment (check online calendar and announcements regularly). Your assignments can be completed online and scores will be collected by your instructor. **Please pay attention to deadlines.**

Quizzes (*Pruebitas de vocabulario*): There will be several unannounced vocabulary quizzes during the semester. No make-up quizzes will be given for unexcused absences. SEE ATTENDANCE POLICY REGARDING EXCUSED ABSENCES.

IMPORANT: AS A GENERAL RULE FOR THIS CLASS, NO LATE ASSIGNMENTS WILL BE ACCEPTED AND MAKE-UP EXAMS WILL BE GIVEN IN EXTREMELY UNUSUAL CIRCUMSTANCES.

Final Course Grade							
Class participation	-----			25%			
Tests	-----			30%			
Homework	-----			15%			
Quizzes	-----			15%			
Oral Exam	-----			15%			
TOTAL	-----			100%			
Letter Grades							
A	93-100	B	83-86	C	73-76	D	63-66
A-	90-92	B-	80-82	C-	70-72	D-	60-62
B+	87-89	C+	77-79	D+	67-69	F	0-59
Note: A weekly student progress report will be available on blackboard. Please register on blackboard. Grades are not curved.							

Academic integrity: academic dishonesty, that is, **cheating** on tests and exams, and **plagiarism** (using another person's words and passing them off as your own) is a serious offense and will be handled according to the Moravian policy on Academic Honesty (please, see 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) in reading assignments, looking up words in the Spanish-English part and 2) in writing assignments, looking up words in the English-Spanish part that you have learned but don't remember. **Your written work should never include any unfamiliar vocabulary or grammar.** Such work may be rejected. Homework **may** be graded and so must be done **independently**. **It is your responsibility to avoid dishonest behavior!**

Disability Statement:

Students who wish to request accommodations in this class for disability should contact Mr. Joe Kempfer, Assistant Director of Learning Services for Disability Support, 1307 Main Street (extension 1510). Accommodations cannot be provided until authorization is received from the office of Learning Services.

Classroom Civility:

Each Moravian student is encouraged to help create an environment during class that promotes learning, dignity, and mutual respect for everyone. Just a reminder that normal courtesies are practiced in the classroom!

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

- arriving on time.
- not eating in class.
- turning off cell phones.
- 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.

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All class activities and presentations must be done in Spanish

The instructor reserves the right to modify this syllabus. You will be notified within a reasonable period of time.

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COURSE CALENDAR

Go to www.myspanishlab.com to see e-book, notes, instructions, announcements and, calendar (**including assignments, page numbers, and due dates**) and many other useful online resources.

AGOSTO

- 29 Introduction to class
MySpanishLab and Blackboard
- 31 Capítulo 1

SEPTIEMBRE

- 2 Capítulo 1
- 5 Labor Day (no classes)
- 7 Capítulo 1
- 9 Capítulo 1
- 12 Capítulo 1
- 14 EXAMEN 1
- 16 Capítulo 2
- 19 Capítulo 2
- 21 Capítulo 2
- 23 Capítulo 2
- 26 Capítulo 2
- 28 EXAMEN 2
- 30 Capítulo 3

OCTUBRE

- 3 Capítulo 3
- 5 Capítulo 3
- 7 Capítulo 3

October 8-11 Fall Recess

- 12 Actividad Cultural “Día de la Hispanidad”
- 14 Capítulo 3
- 17 EXAMEN 3
- 19 Capítulo 4
- 21 Capítulo 4
- 24 Capítulo 4
- 26 Capítulo 4
- 28 Capítulo 4
- 31 EXAMEN 4

NOVIEMBRE

- 2 Actividad Cultural: Día del muerto
- 4 Short oral presentations in class
- 7 Short oral presentations in class
- 9 Capítulo 5
- 11 Capítulo 5
- 14 Capítulo 5
- 16 Capítulo 5
- 18 Capítulo 5
- 21 EXAMEN 5

Nov. 23-27 Thanksgiving Recess

- 28 Repaso y preparación
- 30 Oral Exam

DICIEMBRE

- 2 Oral Exam
- 5 Oral Exam
- 7 Oral Exam