



1742

MORAVIAN COLLEGE

DEPARTMENT OF FOREIGN LANGUAGES

SYLLABUS SPAN 100 B

INTRODUCTORY SPANISH I

Monday, Wednesday, Friday 7:30 am – 8:40 am

Comenius Hall

FALL 2013

Profesora: Kathleen O'Donnell

Correo electrónico: odonnellk@moravian.edu

Correo electrónico alternativo: jkod100@gmail.com

Oficina: Comenius Hall Room 409

Horas de visita: 9:00 to 10:00 por la mañana los lunes y los miércoles
o pedir hora (or by appointment)

Teléfono de oficina: (610) 625-7012

I. Course Description and Goals

This course is the first in a three-semester language sequence intended to help you reach intermediate-level proficiency in Spanish. The class will be conducted entirely in the target language and will cover chapters 1-5 of *¡Arriba!* The three-semester sequence at the college is designed to help you achieve an intermediate low level of proficiency upon completion. You will develop reading, writing, conversation, and comprehension skills, as well as broadening your cultural understanding of the Spanish-speaking world.

You should expect to dedicate at least two hours of study and preparation outside of class for every hour of class time. Language learning is a gradual, cumulative process; you will have the greatest success and see the most long-term gain from consistent, daily work. Your conscientious preparation outside of class along with your regular attendance and active participation will make it possible for you to do the following:

- Communicate in basic, everyday conversations in Spanish spoken at normal or near-normal speed
- Learn Spanish phrases and vocabulary which will enable you to meet and converse with new people, talk about yourself, your life at Moravian College, your friends/family and your daily routine in Spanish, as well as exchange phone numbers, email addresses, FB addresses with new friends (in Spanish!)

- Ask and answer questions about the above topics in Spanish
- Express likes and dislikes in Spanish
- Read some basic texts in Spanish
- Write simple texts of different sorts such as a letter of introduction, an interview of a famous person for *Hola* (a popular magazine), email messages, invitations and ads
- Demonstrate a greater understanding of Spanish-speaking countries and Hispanic cultures

II. Textbook and materials required:

- Zayas-Bazán, Bacon, and Nibert *¡Arriba! Comunicación y cultura*, 6th Edition, volume 2, Custom Edition for Moravian College
- Oxford New Spanish Dictionary* (or other pocket bilingual dictionary)
- Your student code for **My Spanish Lab** will be given to you when you purchase the textbook
- My Spanish Lab, Spanish SECTION ID:**

III. Other Useful On-line Resources:

- Diccionario de la Real Academia de la Lengua Española <http://buscon.rae.es/drae/>
- Diccionario español-inglés/inglés-español <http://www.wordreference.com/>

IV. Requirements and Evaluation

- A. Attendance Related Topics, including the ***Attendance Policy for this course

We have a lot to teach and learn in the 70 minutes of time allowed for this class, so we cannot let a minute go to waste. Please arrive on time for Spanish class and be ready to actively participate by 7:30 am. Two absences—excused or unexcused—will not be penalized, but may affect class performance. More than two absences will result in a lowering of the final grade by one point for every additional absence. Please remember that requests to excuse absences at the end of the semester will not be considered. Students have the responsibility of keeping track of their own excused/unexcused absences. It is the student's responsibility to inform the instructor before the absence, and to request a confirmation of the

un/excused absences within one week of an absence. Students will then receive an email from me confirming it has been excused or unexcused.

You must attend class to gain confidence and proficiency in the spoken language. (This is not an online course though aspects of it are done online).

Turn off your cell phone before entering class and put it away. If you use your cell phone during class—including text messaging—I will ask you to leave the room. This will affect your participation grade for the day.

Arriving late to class and/or often leaving the room, also affects class performance, and therefore your class participation grade.

Finally, though I am sure that most of you do not need to be reminded of these points, please show respect for all present by:

- not eating in class.
- 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.

*****Attendance Policy for this section of Spanish 100.** As mentioned above, each excused / unexcused absence beyond the second will result in one point taken off your final grade. Two excused absences per semester are allowed for illness, emergency, a death in the family or participation in sports events, etc. It would be a good idea to save excused absences for such occasions.

Excused absences and make-up work. To have an absence excused, you must notify the instructor by telephone or email BEFORE the class explaining the reason for the absence. If this absence is excused by the instructor you may make up written work and take missed quizzes/tests. Written work should be completed by the next class unless you make other arrangements with the instructor. Make-up quizzes/tests must be arranged with the instructor and taken within 5 days of the excused absence. If not, you will receive a zero for the quiz/test. If the absence is not excused, no late assignments will be accepted nor will make-up tests/quizzes be given.

B. Class participation: Students are expected to arrive prepared and ready to participate actively in all class activities, having completed the readings and all homework assignments. Active class participation is worth 20% of your final grade because speaking every day in class is crucial for building verbal competence and self-confidence in Spanish. Simply being present and taking notes does not constitute active participation. Active participation involves speaking and collaborating in paired and group activities, completing in-class writing

assignments, working on oral presentations, doing on-line preparatory work, and volunteering answers in class discussions. A positive attitude is expected and it makes a difference towards your participation grade. Participation should be in Spanish, even when speaking with another student. Speaking in English results in a lower participation grade. Speaking in Spanish, even when you make mistakes, get frustrated, or have trouble communicating, helps your brain learn how to speak Spanish. If you finish the activity before the rest of the group, you are expected to start reviewing previous concepts and vocabulary. You may speak but only in Spanish.

Active Participation in class will be graded as follows: The daily default grade will be a C. If you participate more actively or less actively than **Fair participation**, your daily grade will be altered accordingly.

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

B = 85 *Good participation* The student answers questions and offers interesting comments whenever the professor 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. The student almost always speaks in Spanish.

C= 75 *Fair participation* The student answers questions and offers comments only when the professor calls on him/her. Comments and answers show the student has made an attempt to complete the assignment, but doesn't seem to understand it. The student speaks Spanish about half of the time.

D= 65 *Poor participation* The student answers questions and offers very brief comments only when the professor calls on him/her. The comments and answers show lack of interest and/or poor preparation. The student speaks Spanish less than half of the time.

F= 55 *Lack of participation* The student does not answer questions and does not offer comments in the class or group discussion. The lack of comments and answers as well as incorrect answers, show the student has not completed the assignment or, if he/she has done it, it has been in a careless or incomplete way. The student almost never says anything in Spanish.

C. Homework

The workbook and audio exercises, as well as the video and extra tutorials are through the MySpanishLab. This daily preparation is important for solid language learning as well as forming the basis for informed class preparation and understanding.

To register for MySpanishLab you need to do the following:

a. Go to <http://www.myspanishlab.com/>

You must use one of the following browsers: Internet Explorer or Safari. The software does not work with Firefox.

b. Enter your book code and the specific section ID depending on your instructor.

Look for: Spanish 100 Sec B (or D) : Fall 2013 (Mrs. O'Donnell). The section ID is:

Please make sure to complete the exercises in MySpanishLab on time (by midnight of the day before class). I won't give extensions of any sort. It is your responsibility to check when the homework is due. I will post/update homework assignments by noon after every class meeting. So if we meet on Monday Aug. 27 at 7:30 am, the homework due for the next class meeting (Wed. August 29) will be updated or posted by 8 pm August 27 (at the latest). I will also post notes, so please check the assignments and notes on MSL every day. My notes will be written initially in English, but will include more Spanish as the semester progresses and your knowledge of Spanish increases.

Whenever you have a question while doing homework, please refer to the on-line tutorials. They can clarify a lot of things for you. If, after reading the relevant tutorials, you still have a question, ask a classmate/friend for help, or email me.

Prepare homework assignments before coming to class. Written assignments should be kept in a loose-leaf notebook.

FORMAT FOR WRITTEN WORK

You will complete a lot of homework on-line on MSL. From time to time you will also be asked to do written or typed HW assignments to hand in.

****Please follow these formats for both Handwritten and Typed homework:***

- Write QUESTIONS and answers. Answer in complete sentences unless otherwise directed.
- Clearly label each activity.
- Write your name and date of submission at the top of each sheet of paper
- This applies to all written activities from MSL and from the textbook.

For Handwritten, please follow the above*, and also:

- Use smooth-edged paper (no spiral notebook tear-outs)
- Write clearly on every other line.

For Typed, please follow the above*, and also:

- Use **12 pt.** Times New Roman, Calibri or Arial.

- Use double space.

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

D. In-class exercises, quizzes/tests/final oral exam:

a. In-class exercises/quizzes (*Pruebitas de vocabulario*): There will be several graded in-class exercises/activities, and vocabulary quizzes during the semester. These will account for 20% of your grade. No make-up quizzes will be given for unexcused absences, and a zero grade will result.

b. Tests: Chapter tests (Exámenes) (after each of the 5 chapters) may include any or all of the following: vocabulary, contextualized grammar, reading and comprehension, short compositions, and culture. Chapter tests are worth 30% of your final grade. No make-up tests will be given for unexcused absences, and a zero grade will result.

c. The final will be an oral exam (examen oral) and it will cover materials from Chapters 1-5. I will give you guidelines two weeks before the final. The oral exam is worth 15% of the final grade.

Unauthorized absences from the tests, quizzes or the final oral exam will result in zero grade for each test, quiz or exam. Make-ups will only be given if students inform the professor of the reason for the absence **before** the test/quiz/exam is given in class by calling (or having someone call) or sending an E-mail message to the instructor. The make-up will be given at the professor's discretion.

Final Course Grade

**Daily Class participation and (occasional) presentations
(Speaking in Spanish) - 15%**

**5 Chapter Tests (One at the end of each chapter.)
(Reading and Listening comprehension and Writing in Spanish) - 30%**

Homework/MySpanishLab which is done on-line - 20%

In-class Exercises/Quizzes/ Written Homework to hand in for a grade - 20%

Final Exam, which will be an Oral (not a written) 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

V. Other topics of value:

Spanish Club Events I recommended that you attend the various activities organized by the Spanish Club such as the Mesa Española, selected movie screenings, and cultural trips. They are an excellent way to get involved in the language and the culture of the Spanish-speaking.

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 that may have regretful consequences for you and your academic/professional record, and will be handled according to the Moravian policy on Academic Honesty (please, see ***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. Keep in mind that it is obvious to recognize a piece of work that has not been written by a first semester Spanish student (but has been copied from elsewhere). With regards to academic honesty, no second chances can be allowed. Every case, even one's first act of plagiarism, must and will be reported to the Academic Standards Committee. It is very important that you be aware of the seriousness of plagiarism.

Disability Statement:

“Students who wish to request accommodations in this class for a disability should contact Elaine Mara, assistant director of learning services for academic and disability support at 1307 Main Street, or by calling 610-861-1510. Accommodations cannot be provided until authorization is received from the Academic Support Center.

Classroom Civility: Each Moravian student and professor is encouraged to help create an environment during class that promotes learning, dignity, and mutual respect for everyone.

All class activities and presentations must be done in Spanish

The instructor reserves the right to modify this syllabus. You will be notified of any changes in this syllabus. 8/25/2013

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COURSE CALENDAR**AGOSTO**

- 26 Introduction to class and MySpanishLab, the online site connected to your text.
Begin Capítulo 1
- 28 Capítulo 1
- 30 Capítulo 1

SEPTIEMBRE

- 2 Labor Day (no classes)
- 4 Capítulo 1
- 6 Capítulo 1
- 9 Capítulo 1
- 11 EXAMEN 1

13 Capítulo 2

16 Capítulo 2

18 Capítulo 2

20 Capítulo 2

23 Capítulo 2

25 EXAMEN 2

27 Capítulo 3

30 Capítulo 3

OCTUBRE

2 Capítulo 3

4 Capítulo 3

7 Capítulo 3

9 Capítulo 3

October 14-15 Fall Recess

16 Capítulo 3

18 Capítulo 3

21 Capítulo 3

23 Examen 3

25 Capítulo 4

28 Capítulo 4

30 Capítulo 4

NOVIEMBRE

1 Capítulo 4

- 4 Capítulo 4
- 6 Capítulo 4
- 8 Examen 4
- 11 Capítulo 5
- 13 Capítulo 5
- 15 Capítulo 5
- 18 Capítulo 5
- 20 EXAMEN 5

Nov. 23 – Dec. 1 Thanksgiving Recess

DICIEMBRE

- 2, 4, 6 Oral Exam

This syllabus was updated at the mid-term, on October 16, 2013.

Dates for Chapters 3, 4 and 5 Chapter tests were revised. **Written Homework to hand in for a grade** has been combined with **in-class exercises and quizzes**. These three elements are worth 20% of the final grade.