



# SPAN 1300: Conversational Spanish

Course Syllabus: Face to Face Format FALL 2018

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

**James R. Swann**  
**Office:** 119 in Humanities Building  
**Phone:** 903-434-8258  
**Email:** jswann@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	11 - 12:30 1:30 - 3:30	11 - 12:30 1:30 - 3:30	11 - 12:30 1:30 - 3:30	11 - 12:30 1:30 - 3:30	By Appointment	Email Phone

*The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Catalog Course Description (include prerequisites): SPAN 1300: Beginning Conversational Spanish I:** 3 credit hours. Lecture/Lab/Clinical: Three hours of lecture and guided drill are provided in class each week. Basic practice in comprehension and production of the spoken language.

**Other Description:** This is a 3 Credit Hour course. Three hours of lecture and guided drill are provided in the classroom and/or on-line each week. The course begins a complete study of Spanish grammar, Hispanic cultures and the background for conversation in a wide range of social, travel and business situations. Prerequisite: None.

**Required Textbook(s):**

¡Adelante! Uno (2<sup>nd</sup> Edition) by José A. Blanco with Supersite Code\*  
 \*Includes CODE to access the SUPERSITE. (VHLCentral.com)

**Publisher:** VISTA Higher Learning  
**ISBN Number:** ISBN-978-1-61857-895-2

**SETTING UP YOUR Vista Higher Learning ACCOUNT**

This class requires technology access to utilize the Supersite. 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 Supersite code!

The text comes with the Code to access the on-line component of the course. Called the Supersite, it will deliver textbook information, videos, exercises, tutorials and assessments for the course. Because the Supersite is an integral part of this course, I can only recommend purchasing a NEW book with the unused code from the NTCC Bookstore. Without the code for this course, the book is worthless.

**VISTA Higher Learning** is located at [vhlcentral.com](http://vhlcentral.com). That is your first stop toward putting in your account code (envelope inside the cover of text) and placing yourself into the appropriate class...the one you registered for (Span 1411 at Northeast Texas Community College). Please read the handout in Blackboard related to the Supersite.

Or, go to ([http://www.vhlcentral.com/section/248386/student\\_instructions](http://www.vhlcentral.com/section/248386/student_instructions)) to access directions for setting up your VHL account.

**Recommended Reading(s):** Spanish/English dictionary of your choice. I recommend a pocket size dictionary for travel but a larger version is handy to have in a study environment.

### **Student Learning Outcomes:**

Upon successful completion of this course, students will be able to:

1. Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the present and producing questions and responses on a variety of topics dealing with everyday life.
2. Demonstrate understanding of level-appropriate spoken Spanish.
3. Write simple sentences and organize them into short paragraphs.
4. Read and comprehend level-appropriate texts.
5. Identify and discuss traditions, customs and values of the Hispanic world.
6. Compare and contrast the traditions, customs, and values of the Hispanic world with characteristics of their own culture.
7. Express themselves using correct Spanish in oral and in written form including appropriate use of accent markings and proper spelling.

**Exemplary Educational Objectives:** N/A

**SCANS Skills:** N/A

### **Lectures & Discussions:**

**BLACKBOARD:** The majority of this course is delivered in class, but additional instruction and help is available on-line through the Supersite. Handouts, the syllabus, and the gradebook for the course will be available to you via Blackboard. So, you have three major components for managing this course; the classroom setting with the instructor, the textbook with the on-line Supersite, and the NTCC Blackboard for handouts, syllabus, and the gradebook. Your grades will be posted there at the end of each lesson.

**SUPERSITE:** The Supersite will include the textbook information, grammar exercises, practice tests, tutorials, a video specific to each Lesson, and the assessments (tests). The Supersite operates outside of Blackboard under the control of the textbook publisher. The Supersite will deliver instruction, provide tutorials and videos and make assessments (tests or quizzes) of your progress. To work with the practice exercises click on CONTENT at the top of the page. Then click on ACTIVITIES; go to the appropriate Lesson, find the dated exercises, do those and submit them by the due date. This practice will pay off.

Similarly, to take a test, click on ASSESSMENTS on the appropriate menu page under CONTENT, find the correct Lesson, then find the dated test, do it, and submit it. There are 3 levels of testing; 1 Vocabulary Quiz (practice), 4 Grammar Quizzes (practice) and 1 Comprehensive Test (also practice) for each lesson. The tests will serve you as additional practice for the in-class tests.

**Use of Accents and Correct Spelling:**

The Supersite ACTIVITIES and the ASSESSMENTS require a great deal of precision. The accents must be correct and spelling must be accurate. Rules for capitalization are the same in Spanish and English. Be careful of spelling and accenting in Spanish. Be sure to read my handout on accenting in Blackboard before you attempt any exercises. Note: during the first week we will give you an opportunity to get everything together....to read all the handouts and other documents.

**MAKE UP of TESTS:** No make-up tests will be provided for Pop Tests. In class tests that you miss must be made up. Toward the end of the semester I will provide one comprehensive make up test for whatever number of in class tests you may have missed. That one test grade will be recorded for each test missed.

**PERSONAL PROJECT:** Each student will complete a personal project related to the study of the Spanish language and/or cultures approved in advance by the instructor. The project shall include a draft, followed by a final version, of 3-4 pages, typewritten, double spaced. Footnotes and a Works Cited page are not required. Just research your topic and explain what you learned in your OWN words. A handout full of ideas for the project is hanging on Blackboard for you to study. But, you may choose your own idea. The project may be in Spanish or English. Choose your topic and let the instructor know. The topic is due to me by September 14. Do a draft and send it to me by October 12. The final product is due by November 9. You must also make a 5-10 minute oral presentation to the class of the project. You may do those at any time.

**Evaluation/Grading Policy:**

Participation /Practice with Supersite.....	300	
Pop Tests in Class: 6 tests @ 100 .....	600	
Completion of Tests in class...(6).....	600	1800 - 2000 = A
Personal Project...(100 written/100 oral).....	200	1600 - 1799 = B
Extra credit approved by Instructor.....	100	1400 - 1599 = C
3 Dialog Presentations.....	150	1200 - 1399 = D
Course Evaluation (Send Notice to Professor).....	50	Below 1200 = F

**Text Messaging Service to Students.** You are required to send in a text message from your cell phone, with the code @6cec6c to 81010 or to the phone number 469-208-7450. This is a tool called REMIND that I use to get information out to students quickly. This will enable you to receive important class announcements and reminders from me via text message so that you will not miss out on any assignment changes or important updates. Please continue to check your NTCC email and Blackboard announcements daily. These text message announcements are sent to the entire class as a group. Any individual messages from me will be sent through NTCC email. Please remember that I will not have your personal telephone number.

**THE FIRST WEEK**

The first week we will get registered for the Supersite (on-line portion of the course). Begin to work there. Read the syllabus and review handouts on Blackboard in the Start Here file. We will cover some of

the handouts in class during the first week as well.

On the Supersite, you will find tutorials, flash cards, practice tests, videos and other aids to the student. Do not be afraid to click on an item, or a button, and see what happens. When you get ready to practice, go to CONTENT on the menu of the main page. Then click on ACTIVITIES. There you will find the exercises required for the Lesson. Some will have due dates posted by them. Complete those. As to the exercises, you are graded on completion rather than absolute accuracy. You will be allowed to make mistakes on the practice assignments. The program will correct them and you will get an idea of what you missed. The program will grade your performance on practice exercises but I will register a grade based on percentage completed or effort. By the time you finish the practice tests, the vocabulary quizzes and the grammar quizzes and the lesson quiz (all for practice), you should be ready to take the in-class test for a grade.

**Tests/Exams:**

There will be one comprehensive test over each of the 6 lessons in class. The various items on the internet (Supersite) are there for your practice. I will take no test grades from the Supersite. However, the participation grade will be comprised of your participation in the supersite, among other factors.

**Final Exam:**

There is NO comprehensive final examination in this course. The in-class testing of Lesson 6 will be your last test.

**Assignments:**

Assignments are also organized in the Supersite by date. Please make sure you understand how the Supersite assignments work.

**Other Course Requirements:**

Dates are critical in the Supersite portion of the course. Make sure you keep up with the work. Work in the Supersite every single day. Do not put it off. Things do happen to all of us. We get behind...the internet goes down; so, we cannot get the assignment done on time. Learning a new language, or re-learning it, is a cumulative process. Practice every day. An hour or two each day will do wonders. You have purchased this resource. Use it.

**Student Responsibilities/Expectations:**

Be diligent in your daily study time; turn in the practice assignments on time; be very careful about grammar, spelling, capitalization and written accent marks on the practice and the assessments.

**NTCC Academic Honesty Statement:**

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

**Academic Ethics**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

**ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with Shannin Garrett, Academic Advisor/Coordinator of Special Populations located in the College Connection. She can be reached at 903-434-8218. For more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](#).

**Family Educational Rights And Privacy Act (FERPA):**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

**Other Course Policies:**

1. Cell phones must be turned OFF when you enter the classroom. No texting during class. None.
2. Please remove all hats, caps, and other head coverings. This includes males and females.
3. Use the rest room before class.....not during...except in emergencies.
4. Food and drinks are permitted as long as they do not interrupt or disturb the class.
5. Attendance is necessary. After five unexcused absences you will receive an F in the course.
6. Class will begin promptly. Do not be late. Two tardies or two early exits equal one absence.
7. No profanity or inflammatory language shall be permitted in the class.
8. Respect the other students, the instructor, and the learning process.
9. Always bring your textbook, a pen and notepad with you to class.

**HOW TO KEEP YOUR "A"....**

1. Come to class two days per week, on time, prepared, ready to participate and have fun.
2. Bring your textbook, a pen and a note pad...there may be a Pop Test. There will be several of them.
3. Work in the Supersite daily, note questions and bring them to class. Ask your questions.
4. Do the Exercises and Quizzes on the Supersite, prepare for the in-class tests also.
5. Prepare and present 3 dialogs during the course with a classmate.
6. Work on your Personal Project, write the paper, present it to the class orally, take the applause.
7. You will have "extra credit" opportunities or you may design your own with approval.
8. Submit the Course Evaluation at the end of the course with CONFIRMATION to the INSTRUCTOR.

*Espero que aprendas muchísimo en esta clase. Bienvenido a una gran aventura.*