



SPAN 1300: Conversational Spanish Course Syllabus: Spring 2019

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

James R. Swann

Office: Humanities 119

Phone: 903-434-8258

Email: jswann@ntcc.edu

OFFICE HOURS	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	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: Conversational Spanish : 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: 3 Credit Hours. Three hours of lecture and guided drill are provided in the classroom and/or on-line each week. Study material including tutorials, exercises and cultural notes are available via the internet. 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 (2nd 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

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.

Lectures & Discussions:

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 (all for practice), you should be ready to take the one Lesson Test in that lesson for a grade. The assessments (tests) require total accuracy however. Accenting, spelling and capitalization are important. That Supersite Lesson Quiz counts the same as the in class test, 100 points.

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. It is 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. 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) to access directions for setting up your VHL account.

Evaluation/Grading Policy:

Participation /Practice with Supersite	300	
Pop Tests in Class: 6 tests @ 100.....	600	
Completion of Tests in class...(6).....	600	2000 - 2500 = A
Completion of Lesson Tests (6) on Supersite.....	600	1750 - 1999 = B
Personal Project...(100 written/100 oral).....	200	1500 - 1749 = C
3 Dialog Presentations.....	150	1250 - 1499 = D
Course Evaluation (Send Notice to Professor).....	50	Below 1250 = F

Tests/Exams:

Assessments (tests) will occur at the end of each chapter. As mentioned above, there will be 6 Tests or Quizzes on the Supersite and 6 Tests in class. We will complete six chapters in this course. Go to the Supersite menu page and click on CONTENT. Then click on ASSESSMENTS. Find the chapter. Do

Commented [JS1]:

the quiz that has a date on it. Only the Lesson Test will be graded and placed in the Grade Book. The Vocabulary and Grammar Quizzes are preparation for the Lesson Tests and help you build participation.

MAKE UP of TESTS: No make-up tests will be provided for Supersite Lesson Tests or 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.

Final Exam:

There is a comprehensive final examination in this course during finals week covering Lesson 6.

Assignments:

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

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 (graded) for each lesson. I will take the grade on the Comprehensive Lesson Test only. The other tests are participation/homework and preparation for the test. I will put one Comprehensive Test grade for each lesson in the Grade Book in Blackboard. You will also have tests in class for a grade, one for each lesson. I will register those grades in Blackboard as well.

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 of ideas for the project is hanging on Blackboard for your review. 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 February 15. Do a draft and send it to me by March 22. The final product is due by April 12. You must also make a 5-10 minute oral presentation to the class of the project. You may do those at any time you wish.

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 weekly planner, handouts, syllabus, and the gradebook. Your grades will be posted there at the end of each lesson.

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. Accent marks do not exist in the English language, but are very important in terms of correct, traditional, academic Spanish. Note: during the first week we will give you an opportunity to get everything together....to read all the handouts and other documents.

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.

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 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.

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 certainly on the assessments.

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 a letter grade reduction. After each additional 3 absences you will receive another letter grade reduction for 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.
10. Speak up when in class in order to be heard and understood. Concentrate on proper enunciation.

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. Speak up.
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, and take the applause.
7. Submit the Course Evaluation at the end of the course with CONFIRMATION to the INSTRUCTOR.

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 Katherine Blew, 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.

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