



**Division of Liberal Arts, Humanities & Education
World Languages Department**

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/world-languages/>

SPAN 2311: Intermediate Spanish I | Lecture/Lab | # 17453

Fall 2020 | 12 Weeks (9.21.2020-12.13.2020)

Online Anytime*

3 Credit Hours | 48 hours per semester

***Online Anytime**

Students take classes online at any time. These are traditional online classes and students never come to campus. Look for the code WW when reviewing the updated schedule.

Instructor Contact Information

Instructor: Douglas Anthis, Ph.D.

HCC Email: douglas.anthis@hccs.edu

Office Hours: Online TTh 9:00-10:30 am and by appointment

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and just to discuss course topics.

Instructor's Preferred Method of Contact

The best way to contact me is through either my Canvas e-mail or HCC e-mail. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

What's Exciting About This Course

You will have an opportunity not only to build on the basic vocabulary and grammar in Spanish but also to delve even deeper into important cultural traditions of the Spanish-speaking world. Through your participation in the activities and assignments I have prepared for you, you will develop listening, speaking, reading and writing skills that will allow you to be able to participate in conversations about topics beyond the routine daily activities and to read and write longer passages in Spanish. Your enhanced linguistic skills will prepare you to take further coursework in Spanish in the future, which will open doors for you in the workplace, where bilingual personnel are in great demand.

My Personal Welcome

Welcome to Intermediate Spanish I—I am excited that you have chosen this course. One of my passions is to know as much as I can about the Spanish language and the cultural values and traditions of its speakers, and I can hardly wait to pass that on. I will present the information in a way that will help you understand important concepts and apply them not only now, but also hopefully throughout your life. As you study the rules for grammar and spelling, new vocabulary, and readings and writing assignments that challenge you, I am available to assist you. The fastest way to reach me is by through HCC email. Of course, the best way to discuss issues is in person, and I am available during posted office hours to answer any questions you might have. My goal is for you to walk out of the course with a love for the language and a desire to take more courses in Spanish.

Commitment to Social Justice

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

Prerequisites and/or Co-Requisites

The minimum requirements for enrollment in SPAN 2311 include placement in college-level reading and successful completion of SPAN 1412 or department consent. If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Canvas Learning Management System

This section of SPAN 1411 will use Eagle Online Canvas (<https://eagleonline.hccs.edu>) to supplement in-class assignments, exams, and activities. You will be required to submit periodic writing assignments through Canvas (approximately once every four weeks). I will also post your grades through Canvas so you can monitor your average through the semester. You may use HCCS Open Lab locations to access the Internet and Eagle Online Canvas. It is recommended that you **USE FIREFOX OR CHROME AS YOUR BROWSER**.

HCC Online Information and Policies

Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

Textbook Information

Do not purchase a book or access code for this course.

In an effort to ensure that you will have access to affordable materials that are available to you on the first day of class, Houston Community College is utilizing an inclusive access model to support learning.

What is inclusive access? With inclusive access, you have already paid for your course materials through the registration process! The cost of the digital materials is included in your student bill and is guaranteed to be the lowest cost available.

The materials for this class will be accessed digitally through the Canvas site. NO other purchase is necessary. For students who wish to have a printed copy of the text an optional print copy is available for purchase at the Houston Community College Bookstore.

PORTALES ONLINE SUPPORT: The price you pay for the Portales access code includes online support. Every time you have a question or problem on the <https://www.vhlcentral.com/> website you should immediately contact Portales Online Support by calling **800.248.2813** for immediate assistance.

Please call VHL Student Online Support: **800.248.2813** for support. They speak both English and Spanish and are waiting to help you. Call them every time you have a question or a problem and they will work with you to resolve your issues. They will send you an email after working with you.

Other Instructional Resources

An excellent online Spanish-English dictionary is available free at www.wordreference.com

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult

courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview

SPAN 2311, The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world.

Core Curriculum Objectives (CCOs)

SPAN 2311 satisfies the component area option in the HCCS core curriculum. The course addresses the following core objectives:

- **Critical Thinking**: Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking by completing an essay assignment on a topic introduced in the course readings.
- **Communication Skills**: Students will demonstrate effective expression of ideas through completion of two oral presentations and class discussion on cultural topics.

Program Student Learning Outcomes (PSLOs)

Can be found at: <https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/world-languages/>

Course Student Learning Outcomes (CSLOs)

Upon completion of SPAN 2311, the student will be able to:

1. Demonstrate comprehension of authentic spoken discourse produced by Spanish speakers of diverse origins.
2. Produce oral Spanish comprehensible to native speakers using complex grammatical structures to narrate, describe and elicit information.
3. Demonstrate increasing comprehension of authentic written texts in a variety of genres.
4. Write descriptions and narratives at a low intermediate level using complex grammatical structures.
5. Formulate cohesive paragraphs and short/simple essays.
6. Describe cultural practices and products of the Spanish-speaking world drawing on authentic materials including literature and the visual arts.

Learning Objectives for SPAN 2311

The learning objectives for SPAN 2311 can be found at the following website:

<https://learning.hccs.edu/programs/world-languages/spanish-course-learning-objectives>

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. If you are taking this class online, you will need to spend at

least 9 hours per week, working on your assignments. Additional time will be required for written assignments so be sure to pay attention to the due dates of the assignments to allow yourself enough time to complete them. Successful completion of this course requires a combination of the following:

- Logging into the Supersite and Canvas several times per week;
- Reading the textbook;
- Completing assignments on time;
- Participating in assigned activities.

There is no short cut for success in this course; it requires reading (and probably re-reading), writing, and studying the material using the course objectives as a guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by interacting with classmates in class discussions, online and in-person
- Read and comprehend the assigned material
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

Spanish is the only language you will write and speak for a grade

Every Portales lesson begins by showing new Spanish words in audio and/or written form. Practice this Spanish vocabulary over and over until you automatically recognize and respond to those words in Spanish. After learning all the new Spanish words and phrases, you will watch videos in Spanish so you can hear how those Spanish words are used in a communicative context by Spanish speakers. After that, you should begin your assignments.

All Online Assignments, Online Chapter Tests and the Proctored Final Exam must be done in Spanish. Any assignment with English or any other language besides Spanish will be given a 0 (zero). Using the Spanish words and phrases given to you in Portales is the key to success in this course.

Online Assignments, Online Chapter Tests and the Final Exam

Online Assignments 40%

The Portales VHL Central Supersite linked to Canvas that accompanies your textbook has online activities for listening, grammar, reading, writing, vocabulary, and culture. These will be done either in a computer lab on campus or at home. This will be done through the Portales VHL Central Supersite linked to Canvas. These activities will be graded and count for 30% of your grade.

Online Chapter Tests 30%

You will take a test at the conclusion of each chapter. The tests will include the following sections: listening, grammar, reading, writing and speaking. Tests will count for 40% of your grade.

Online Final Exam 30%

Students will be required to take an online comprehensive final exam. The exam will be very similar in format to the chapter tests you have taken at the end of each chapter. The difference is that it will cover all six chapters. **The comprehensive final exam will be given the last week of the semester and it will count 30% of your final grade.** If you have completed every assignment and taken every lesson test, you will be fully prepared for the final exam. The final will be mostly writing short answers, sentences and paragraphs. If you have completed all the assignments and lesson tests, you will be prepared. **If you have not completed all the work, you will find the final exam extremely challenging.**

Grading Formula

Online Assignments	40%
Online Chapter Tests	30%
Online Final Exam	<u>30%</u>
	100%

Grade	Total Points
A	90-100
B	80-89
C	70-79
D	60-69
F	<60

Incomplete Policy:

In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

SPANISH 2311 *TENTATIVE COURSE CALENDAR

*The instructor reserves the right to make changes to the syllabus

NOTE: Students of Spanish need to plan on an average of 8 hours per week or more of study time to keep up with the pace of the course and to allow time to practice listening and speaking. We will cover roughly one Lesson every two weeks. Pay close attention to due dates here and on Canvas and VHL Central.

Weeks 1-4: No class (Second Start)

Week 5: September 21-25

Introduction to Course and Canvas

Start Here Module in Canvas, Presentation of the course syllabus

Complete Lección 13 Portales online assignments on Canvas and VHL Central

Week 6: September 28-October 2

Complete Lección 13 Portales online assignments on Canvas and VHL Central

Lección 13 Lesson Test due by Sunday, October 4 at 11:59 pm

Week 7: October 5-9

Complete Lección 14 Portales online assignments on Canvas and VHL Central

Week 8: October 12-16

Complete Lección 14 Portales online assignments on Canvas and VHL Central

Lección 14 Lesson Test due by Sunday, October 18 at 11:59 pm

Week 9: October 19-23

Complete Lección 15 Portales online assignments on Canvas and VHL Central

Week 10: October 26-30

Complete Lección 15 Portales online assignments on Canvas and VHL Central

Lección 15 Lesson Test due by Sunday, November 1 at 11:59 pm

Week 11: November 2-6

Complete Lección 16 Portales online assignments on Canvas and VHL Central

Week 12: November 9-13

Complete Lección 16 Portales online assignments on Canvas and VHL Central

Lección 16 Lesson Test due by Sunday, November 15 at 11:59 pm

Week 13: November 16-20

Complete Lección 17 Portales online assignments on Canvas and VHL Central

Week 14: November 23-25

Complete Lección 17 Portales online assignments on Canvas and VHL Central

Thanksgiving Holiday November 26-29

Week 15: November 30-December 4

Complete Lecciones 17 and 18 Portales online assignments on Canvas and VHL Central

Lección 17 Lesson Test due by Sunday, December 6 at 11:59 pm

Week 16: December 7-11

Review for Final Exam

Final Exam: December 7-9 (Monday-Wednesday)

Final Exam Speaking on Canvas

Final Exam on VHL Central

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Important Dates and Holidays

First day of class: September 21

Official day of record: September 30

Last day for student/administrative drop: November 9

Thanksgiving Holiday: November 26-29

Final Exam: December 7-9

Instructor's Practices and Procedures

Missed Assignments

You are responsible for material covered during your absences. It is a good idea to exchange phone numbers with one or two other students for times when you miss a class. Make-up exams will not be given except in well-documented dire circumstances. You may only make up one exam per semester and the test will be given by the instructor by appointment only. Make-up tests will be different from regularly scheduled tests. Quizzes may not be made up.

Academic Integrity

Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/ or disciplinary proceedings may be initiated by instructors, department chairs, and/or instructional deans against a student accused of scholastic dishonesty. Scholastic Dishonesty will result in a referral to the Dean of Student Services. See the link below for details.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

Attendance is very important and key to your success in the course. You will receive a grade for your participation in the class, and if you are not present, you will not be able to participate. For an online class, being "present" means logging into Canvas and the Supersite at least 3 times a week. It is also important so that you can keep up with the pace of the class and not miss assignments. Please communicate with me as soon as you know that you will need to miss a class.

Student Conduct

I expect you to conduct yourselves as responsible adults while you are in this class. That means respect for yourself, your classmates and your instructor. Your participation grade will suffer if you fail to behave responsibly.

Electronic Devices

You may use your phone or laptop to access the digital version of the textbook or other instructional materials useful in a language class. Please refrain from using social media during class.

World Language Program Information

For information on the AA degree in World Languages at HCC, follow this link: <https://www.hccs.edu/finder/programs/associate-of-arts-in-world-languages---aaonline-option/>

Students can transfer their credit for SPAN 2313 and SPAN 2315 toward a minor in Spanish at the University of Houston Downtown.

For information on careers in world languages: <https://www.actfl.org/assessment-professional-development/career-resources/careers-using-language-skills>

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS³ surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

disAbility Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <https://www.hccs.edu/support-services/ability-services/>

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due

to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

Department Chair: Professor Carlos Villacís
Email: carlos.villacis@hccs.edu
Telephone: 713-718-6682
Office location: West Loop, 2nd floor Dept. Chair Suite

Department Administrative Assistant: Claudia Romero
Telephone: 713-718-7783