

# **SPANISH 1412**

**CRN 56874**



## **Beginning Spanish II Course Outline and Syllabus Houston Community College**

**Distance Education**

**María M. López**

**Houston Community College  
Spanish 1412 Distance Education  
Course Syllabus and Schedule  
Fall 2010**

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**Text:** Destinos. An Introduction to Spanish:  
Alternate Edition VanPatten, Marks and Teschner;  
McGraw-Hill Inc.

**Required:** Textbook and Workbook/Study Guide I &  
II. Video Cassettes and Audio cassettes Episodes 19-  
36 (check out from HCC and return at the Final  
Exam).

**Optional:** Student Viewer's Handbook  
Destinos- CD Rom

## Puntos de Partida- CD Rom

**Suggested prerequisites:** Spanish 1300, 1310, 1411, or other recent prior experience with Spanish.

### **Grading Percentages**

-3 Exams .....	40%
- Lab-oral language ability .....	25%
Attendance	
-Composition .....	10%
- Final Exam .....	25%

**Letter grades are determined by the following scale:**

90+.....	A
80+.....	B
70+.....	C
60+.....	D
50-.....	F

### **Introduction to Course:**

Welcome to Spanish 1412. This is a second semester beginning grammar Spanish course that satisfies and transfers as the second semester freshman level Spanish requirement at all major universities. This course will give you the opportunity to practice all of the language skills: listening, speaking, reading, and

writing. You will acquire a cultural awareness and understanding of Hispanic countries and people. By the end of the course, you should be able to use simple language in a number of familiar contexts through listening comprehension, speaking, reading, and writing in the present and in the past.

In Spanish 1412, you will view and work with *Destinos* episodes 19-36. If you have already taken the Distance Education Spanish program then you will be familiar with the **Destinos** format and its storyline. You may find it helpful to go back through the Lessons 1-18 in the Textbook and Workbook to refresh your memory about the previously studied story, vocabulary, and grammar.

If this is your first experience with Spanish via Distance Education, you may feel somewhat overwhelmed at first. Do not get discouraged. The purpose of the video is to introduce you to the use of the language in a realistic setting at as normal a speed as possible. Therefore, you are not expected to understand everything, or even at first, most of the dialogue. As you watch and listen, you will begin to comprehend more and more.

The video will allow you to see the characters talking and therefore, in action, using body language, voice

inflection, etc. which will help you to grasp the meaning of what is being said. This is normal in any communicative situation. Try to get the gist of the story using the information from the book and focus on the grammar, vocabulary, or other information being taught in each lesson. You will need to watch each video many times. It will help to pause the video and rewind particular segments that are important or that seem to escape you.

Follow carefully the activity order as indicated in the textbook and workbook, and do all of the activities. Be sure to do the activities involving the audiocassettes, as they are very appropriate for practicing and reinforcing different skills. Find a pattern to study that works for you and use it. The important thing is work with the program daily. Do not fall behind.

I recommend spending at least an **hour to two hours a day** with **Destinos**, repeating activities as necessary. If you have a cassette player in your car, listen to the cassettes anytime you're driving around. **The videos are also available to watch on-line, there is a direct link to the video web-site posted under your class on my website.**

## **Schedule:**

Develop a routine of your own that works for you. Do ALL of the activities indicated, and repeat any activities you're not sure of as many times as necessary. There is no written script for the video, so repeat it many times and pay close attention to the grammar and vocabulary each lesson is teaching. Be sure to check your answers to the exercises and self-tests in the back of the textbook and workbook. The exams are based on the self-tests.

## **Grades/Lab/Tests**

## **Laboratory Requirements**

### **Lab:**

The lab will be a two-hour conversation class. Here you will have an opportunity to practice using what you have learned and to refine your skills, both pronunciation and oral language ability. You will be given a "lab" or "oral language" grade. This grade will be a combination of attendance and your listening and speaking ability with the language. Be sure to come to each lab prepared so that you can

participate fully. Review sessions for tests are incorporated into the lab. **Attendance is required** for these sessions. You are expected to come to each lab having viewed the episodes indicated and having completed the workbook and textbook exercises. Write a summary of each episode to be discussed at the lab. We will discuss them in Spanish.

**Lab** will be held on Saturday. All labs will be at Eastside campus.

### **Exams:**

The questions are based upon the videos (story line ), vocabulary from the text and workbook, and grammar from the workbook.

If you do not attend the review sessions, you must have a written excuse in order to make-up your oral language test or you will forfeit those points. You can take the test any of the three days given at indicated location. Be sure to arrive on time at the testing sites. You will not be admitted after the last entry time. *Please refer to your DE handbook for testing locations and times.*

### **Composition:**

Your composition is due at the end of the semester. (See calendar for exact date) For the composition, please refer to pages 105 to 106 in Workbook II. You may write about the topic given there, or you may choose to write about what you think will happen at the end of the story or what you want to happen. Please follow the suggestions in the workbook. Your composition should be typed, double spaced, and have a cover sheet. Use a standard font and size 12. Your composition should be at least half a page to three-quarters of a page typed. If for some reason you do not attend the lab when the composition is due, you can e-mail it to me, fax-it to me, or drop it off at the Eastside Campus. This, however, does not excuse your missed lab attendance. The composition will be written in Spanish.

### **Make-up Exams:**

I strongly recommend that you take the exam at its given time. You have the flexibility of taking the exam Friday, Saturday or Sunday during the testing weekend. It is much more difficult to go back and take an exam late, since learning a language is a process. Please try to avoid having to make up an exam. Please contact me if it is an **emergency** and you are unable to take an exam. You will be required



to have written documentation to make up a test. The listening section of the exam will be given at the review sessions and will not be repeated for the make-up test, resulting in the student's forfeiting those points. There are no make-ups for the final exam.

### **Important Points**

#### **Contacting me:**

The best way to get in touch with me is to call me or email me and leave a detailed message. Please always include your name, phone number( please speak slowly, and repeat the number), *and the class in which you are enrolled*. Please allow me at least one to two days to return your call. Normally you will hear from me within 24 hours. You can also send me an email to the address listed, but occasionally I am too busy to check my email everyday. If contacting me by email, please give me 2 to 3 days to respond. If you call or leave a message on Friday, please assume that you will not hear from me until Monday or Tuesday. **DO NOT CALL SHIRLEY SMITH FOR QUESTIONS ABOUT THE COURSE. ONLY I CAN HELP YOU WITH THAT!!! CALL MS. SMITH ABOUT**

## **PROBLEMS WITH YOUR TAPES/VIDEOS OR RE-SCHEDULING EXAMS.**

- 1 .Labs are required, not optional. Please always check with the “information” desk if it seems that you are at the wrong room. I always notify them of any changes immediately before going to class.**
- 2 .Testing times and locations are listed in your Distance Education Handbook, please do not call me to find out where your tests are, especially the evening before you want to take the tests.**
- 3 .*A written excuse* is required to reschedule an exam or the listening section.**
- 4 .Your test results will be given to you at the following lab session.**
- 5 . You have only one-week to complete any make-up tests.**

## **. Class Attendance**

**You are expected to attend all labs regularly. You are also responsible for materials covered during your absences. Instructors may be willing to consult with you for make-up assignments, but it is your responsibility to contact the instructor. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.**

**You may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction. For example:**

- For a four credit-hour lecture/lab course you can be dropped after 12 hours of absence.**

**Departments and programs governed by accreditation or certification standards may have different attendance policies.**

**Administrative drops are at the discretion of the instructor. Failure to withdraw officially may result in a grade of “F” in the course.**

**IMPORTANT NOTE:**

1. Please ask your instructor/counselor about the opportunities for tutoring/other assistance prior to considering course withdrawal or if you are not receiving passing grades.
2. Any student with a documental disability (e.g. physical, learning, psychiatric, developmental, vision. Hearing, etc) who needs to arrange reasonable accommodations must contact the Disability Support Services (DSS) Counselor at the beginning of each semester. Faculty members are

authorized to provide only the accommodations requested by the DSS Office. Ms. Jette Friis is the Interim Southeast College's DSS Counselor. Her telephone number is (713) 718-7218.

### **HCC Course Withdrawal Policy**

The State of Texas imposes penalties on students who drop courses excessively. Students are limited to no more than SIX total course withdrawals throughout their educational career at a Texas public college or university.

To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor will “alert” you and Distance Education (DE) counselors that you might fail a class because of excessive absences and/or poor academic performance. Contact your DE professor regarding your academic performance or a DE counselor to learn about helpful HCC resources ( e.g. online tutoring, child care, financial aid, job placement, etc).

**In order to withdraw from your DE class, you MUST contact your DE professor or a DE**

**counselor and this must be done PRIOR to the withdrawal deadline to receive a “W” on your transcript.** If you do not withdraw before the deadline, you will receive the grade that you have earned by the end of the semester. Zeros averaged in for required assignments/tests not submitted will lower your semester average significantly, most likely resulting in a failing grade (“F”). If you do not feel comfortable contacting your professor to withdraw, you may contact a DE counselor. However, please do **not** contact both a DE counselor and your DE professor to request a withdrawal; either one is sufficient.

**The final withdrawal deadline for regular term is November 18, 2010 at 4:30pm.** Classes of other duration ( mini-term, flex-entry, 8-weeks, etc) may have different final withdrawal deadlines. Please review HCC’s online “Academic Calendars by Term” or contact the HCC Registrar’s Office at 713-718-7042 to determine mini-term class withdrawal deadlines.

### **Student Services**

**INTERNATIONAL STUDENTS:** Receiving a W in a course may affect the status of your student Visa.

Once a W is given for the course, it will not be changed to an F because of the visa consideration. International Students are restricted to ONLY ONE online/distance education course each semester. Please contact the International Student Office at 713-718-8520 if you have any questions about your visa status and other course issues.

### **STUDENTS WITH DISABILITIES:**

"Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc) who needs to arrange reasonable accommodations must contact the appropriate HCC Disability Support Service (DSS) Counselor at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office."

Students who are requesting special testing accommodations must first contact the appropriate (most convenient) DSS Counseling office for assistance:

### **Disability Support Services Offices:**

System: 713-718-5165

Central: 713.718.6164 – also for Deaf and Hard of Hearing Services and Students Outside of the HCC District service areas.

Northwest: 713.718.5422

Northeast: 713.718.8420

Southeast: 713.718.7218

Southwest: 713.718.7909

After student accommodation letters have been approved by the DSS office and submitted to DE Counseling for processing, students will receive an email confirmation informing them of the Instructional Support Specialist assigned to their professor.

### DISTANCE EDUCATION ADVISING AND COUNSELING SERVICES:

Much DE student information can be found on the DE Student Services website: [www.de.hccs.edu](http://www.de.hccs.edu).

Advising or counseling can be accomplished by telephone at 713/718-5275 - option # 4 or via email at [decounseling@hccs.edu](mailto:decounseling@hccs.edu). Student Services

Associates (SSA) and Counselors can assist students with admissions, registration, entrance testing requirements, degree planning, transfer issues, and career counseling. In-person, confidential sessions, can also be scheduled, if necessary, as HCC



counselors maintain a local referrals to students with personal or family issues that may require long-term solutions.

NOTICE FOR STUDENTS WHO LIVE OUTSIDE OF HOUSTON: Students who live or work outside the Houston area and cannot take paper exams at one of our HCC testing locations **MUST** make arrangements for a proctor. Please see the DE Student Services Additional Resources webpage for information at the following URL:  
[http://distance.hccs.edu/de-counseling/student\\_out\\_houston.htm](http://distance.hccs.edu/de-counseling/student_out_houston.htm)

VIRTUAL CLASSROOM CONDUCT: As with on-campus classes, all students in HCC DE courses are required to follow all HCC Policies & Procedures, the Student Code of Conduct, the Student Handbook, and relevant sections of the Texas Education Code when interacting and communicating in a virtual classroom with faculty and fellow students. Students who violate these policies and guidelines will be subject to disciplinary action that could include denial of access to course-related email, discussion groups, and chat rooms or being removed from the class.

USE OF CAMERAS OR RECORDING DEVICES:

Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations.

## **DESTINOS**

### **Overview of the video:**

The Destinos video series adapts the format of the highly popular Hispanic telenovela (soap opera). The entire Destinos course consists of 53 half hour episodes that allows beginning language learners to hear Spanish and experience its cultural diversity while following a compelling story full of human emotions, the surprises that real life frequently offers, and the force of the human spirit. In Spanish 1412, you will view 18 of these episodes. Though you will not view the entire story, each episode is designed to stand alone as a complete show and provide you the enjoyment of a story and give you a worthwhile language experience. Here is the premise of the series.

An old man has retired to his hacienda outside a small town close to Mexico City. With the wealth he has accumulated since leaving Spain at the end of its bloody Civil War (1936-1939), he is restoring the hacienda to its original sixteenth-century splendor. His health has begun to fail, and he now hopes to live out the remainder of his years peacefully, in the tranquility of the Mexican countryside.

Next, a letter arrived, a letter in which a woman from Spain makes claims about the old man's past. Gathering his family around him, he reveals a secret, then announces that he must send someone to Spain to speak with the writer of the letter.

Enter Raquel Rodriguez, an attorney from Los Angeles who accepts the task of locating the letter writer and investigating her claims. What is the old man's secret? What will Raquel discover on her unforgettable journey?

### **Testing Campus:**

**Fridays** at Central Campus. Fine Arts Building -  
4pm-7pm

**Saturdays** at Katy Campus - 1550 Fox lake Dr. from  
10am-1pm

**Sundays at** Eastside Campus - from 10am-1pm.

## **Important News:**

- First Exam: chapters 19-27. September 24-26.
- Second Exam : chapters 28-31. October 15-17.
- Third Exam: chapters 32-36. November 19-21.
- Final Exam : December 10-12.

**Web Page:** You can access syllabus, calendars, newsletters, review sheets and general announcements by going to:

- [http:// learning.sec.hccs.edu](http://learning.sec.hccs.edu)
  - click on " **Find someone on the learning web**"
  - Click on L ( for López)
  - Click on my name **María López**
  - Click on your course **Spanish 1412 - 56874**
  - You do not have click where it says to register, this is for instructors only.
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