



## Course Syllabus for Beginning Spanish I - SPAN 1411

Semester with Course Reference Number	Eastside CAMPUS Spring 2012 CRN 80091
Instructor Contact Information	Instructor: Ricardo A Ávila <a href="mailto:Ricardo.Avila@hccs.edu">Ricardo.Avila@hccs.edu</a> Telephone: (713) 718-7242
Office Location and Hours	Office Location and Hours: <u>Eastside: Felix Morales Building Office Room 124.</u> by appointment only (T/Th).
Course Location/Time	T-TH 7:00P.M.-9:25P.M. ROOM 208 ANGELA MORALES BUILDING.
Course Semester Credit Hours (SCH) (lecture, lab)	Credit Hours 4.00 Lecture Hours 3.00 Laboratory Hours 2.00
Total Course Contact Hours	80
Course Length in Weeks	16 weeks
Type of Instruction	Lecture/Lab
Course Description:	Introduction to the Spanish language and Hispanic culture. Development of basic skills in listening comprehension, speaking, reading, writing, and cultural awareness. Course includes vocabulary building, conversation and grammar. Transfers as foreign language credit. Core curriculum course.
Course Prerequisite	<u>Prerequisites:</u> Must be placed into GUST 0342 (or higher) in reading and ENGL 0310/0349 (or higher) in writing
Academic Discipline CTE Program	1. The student will: Speak clearly and fluently enough for a target-language speaker to understand and interpret intent without difficulty.

Learning Outcomes	<p>2. The student will: Comprehend the main points of standard discourse and authentic material in target language spoken at near-native speed.</p> <p>3. The student will: Write simple descriptions and narrations of paragraph length on everyday events and situations in different time frames.</p> <p>4. The student will: Read with understanding authentic written material in the target language on a variety of topics related to daily life in the target-language world.</p> <p>5. The student will: Demonstrate knowledge and awareness characteristic, perspectives, practices and products that reflect the culture of the target language.</p>
Course Student Learning Outcomes (SLO): 4 to 7	<p>1. The student will: Communicate orally in the target language about familiar topics and activities requiring a simple and direct exchange of information.</p> <p>2. The student will: Comprehend spoken words and phrases in the target language related to self, family and immediate surroundings, with allowance for repetition and re-phrasing.</p> <p>3. The student will: Create simple notes, messages and paragraphs related to self, family and immediate surroundings.</p> <p>4. The student will: Comprehend a short passage in the target language on a topic of everyday life using appropriate target vocabulary.</p> <p>5. The student will: Demonstrate knowledge of specific aspects of target-language culture and gain insights into how language and culture reflect values, belief systems, and behavior.</p>
Learning Objectives	<p>The student will: Speak in complete sentences about everyday activities using the present tense, construct dialogues in the present tense regarding family, festivities, university life, and shopping.</p> <p>The student will: Respond accurately in the present tense to questions asked by others regarding self, family, and immediate surroundings; elaborate in the present tense on elements of a given conversation.</p> <p>The student will: Write short, cohesive sentences in the present tense that describe people, situations and personal activities; narrate everyday events in a short paragraph using the present tense.</p> <p>The student will: Read a short passage and respond accurately to questions in different modalities, restate and explain significant points from the reading.</p> <p>The student will: Recognize and differentiate among the many aspects that characterize the target culture, compare and contrast the cultural aspects of daily life between the United States and target cultures.</p>
Core Curriculum Competencies	<p><u>Core Curriculum Competencies</u>: Reading, Writing, Speaking, Listening, Critical Thinking, Computer/Information Literacy. Spanish 1411 fulfills the communication requirement of the Core Curriculum, the cross cultural requirement of the Core Curriculum, and meets the objectives for the Global Studies Certificate. Please see the HCCS Catalog 2009-2011, pages 60-66.</p>
Course Calendar and	<p><b><u>February 2</u></b></p>

Deadlines

**Turn in Lab Manual/Workbook for Ante Todo and Chapter 1 at noon  
Test on Ante Todo and Chapter 1**

**February 23**

**Turn in Lab Manual/Workbook for Chapter 2 at noon  
Test on Chapter 2**

**March 8**

**Turn in Lab Manual/Workbook for Chapter 3 at noon  
Test on Chapter 3**

**April 5**

**Turn in Lab Manual/Workbook for Chapter 4 at noon  
Test on Chapter 4**

**April 19**

**Turn in Lab Manual/Workbook for Chapter 5 at noon  
Test on Chapter 5**

**May 3**






**Final Speaking Examination on chapters 1-6 and Make-up day for one (1)  
Test**

**May 10**

**Final Written Examination over chapters 1-6.  
The final exam cannot be given before the official exam date.**

Instructional  
Methods

As your professor, I want you to be successful in this class. We will work together to achieve the levels of proficiency previously stated. I will create activities where you can experience, speaking, reading, writing, listening, and cultural understanding of Spanish. I will also pay attention to your learning style without sacrificing the standards you should achieve. I will rely on your feedback through tests, participation, and speaking activities. The Lab Manual/Workbook, Chapter Tests and the Final Exam will test vocabulary, grammar, reading, writing, speaking and listening. If you do all assigned work and study 8 hours each week, you should do well. These assessment instruments determine how successfully you are at achieving the learning outcomes previously outlined. If you find you are not mastering the language skills, please reflect on your study habits and time management skills and prepare for each class. Your professor reserves the right to modify the syllabus. In particular, I will encourage students to engage in linguistic self-discipline through homework assignments (*tareas*): Every day, repeat aloud as you listen to the audio dialogues and exercises for new material. Research has shown that learners of second languages receive significantly more benefits when speaking out loud than when reading silently because more senses are used simultaneously; therefore, when you are listening to the model speaker recordings, aim at reproducing their exact voice parameters:

-  articulation (enunciation of each vowel and consonant, speaking distinctly)
-  pitch (highness or lowness of a tone, intonation or melody)
-  volume (loudness or softness)
-  voicing (vibration of vocal cords during speech)
-  timing (rhythm)

Consciously working at achieving awareness and control over voice parameters tends to generate the speech prosody of a person whose first language is Spanish. Pronunciation training by design is paramount since being understood is indispensable for effective communication.





Student Assignments

The student will: Speak using words, phrases and short sentences in a limited number of familiar contexts.  
 The student will: Comprehend words, phrases and sentences of the standard spoken language where the context is familiar, mainly simple sentences and conversations using high frequency vocabulary and language patterns.  
 The student will: Write short simple sentences using learned vocabulary and a limited number of grammatical structures within familiar contexts.  
 The student will: Read and interpret language focused on high frequency and practical situations or subject matter.  
 The student will: Demonstrate a basic knowledge of the behavior, attitudes, and customs of countries and communities where the target language is spoken.

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Instructor's Requirements

-  TRUE BEGINNERS OF SPANISH NEED TO PLAN ON A MINIMUM OF 8 HOURS PER WEEK OF OUTSIDE STUDY TIME TO KEEP UP WITH THE PACE OF THE CLASS.
-  Your homework is to study the course material every day and complete all parts of the Hard Copy Lab Manual/Workbook.
-  Each chapter builds on the knowledge acquired in the previous chapter. Since the last 3 chapters are significantly more difficult than the first 3 chapters, a student scoring under 90 on chapter tests 1-3 risks failing the course and should attend tutoring.
-  There are six chapter tests, plus a final exam over all chapters. No grades

will be dropped and only ONE make-up test due to an absence is allowed and it must be taken on the last day of class.

**ADMINISTRATIVE AND STUDENT WITHDRAWALS.** If a student is dissatisfied with the grade in the course by midterm, the student must withdraw prior to the deadline of **March 29, 4:30 P.M.** to receive a "W". After the withdrawal deadline has passed, a student will receive the grade earned. Zeros averaged in for required coursework not submitted will lower a semester average significantly, most likely resulting in a failing grade of an "F". A grade of "Incomplete" will NOT be considered.

**ATTENDANCE.** Attendance is essential in a foreign language class because the pace moves quickly and there are numerous chapters to be covered, each of increasing difficulty. Students must attend all classes, be in the classroom on time and remain the entire class period. Being on time and sitting in your chair before class starts is a courtesy to me and to the other learners; apart from the evident disruption of the learning process, some students are taking this course because they require it for their livelihood.

Students returning after an absence are responsible for materials covered during their absence and will be required to take all tests and turn in all assignments according to the course calendar. Students must sign in daily or they will be counted absent. Students are responsible for materials covered during their absence. According to HCCS policies, a student may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab). For a 4 credit-hour lecture/lab course, a student can be dropped after 12 hours of absence. There are no excused absences in college. All non-attendance is non-attendance, with or without an excuse. In contrast to high school, in college there is no distinction between excused and unexcused absences. If college students miss any class time for any reason--either for an excellent reason or no reason--they are considered absent. Absences will be counted from the first class day of the semester, no matter when the student registers or first attends.

**CHILDREN AND FRIENDS ARE NOT ALLOWED IN THE CLASSROOM.**  
Children should not be left unattended on campus.

**COLLEGE STANDARDS.** HCC is a public institution of higher learning offering opportunities for academic advancement, career development, and lifelong learning to prepare individuals for life and work in a global and technological society. Pursuant to the mission of HCC, you will learn a great deal, but you will be expected to work hard. On average, college students should plan to study at least two hours a week for every class hour; for instance, students taking a four-semester hour class with a lab should set aside a minimum of eight hours a week to study. Some students will need to study more, especially for tests and final exams. It is a good idea to make a study schedule at the beginning of

the course and consistently stick to it; for example, you might study from 6 to 9 every other morning. Pay careful attention to your instructor's system for assigning grades. If you do poorly on a test or assignment, the grade you earn will become part of your permanent college record.

FINAL EXAMINATIONS. The speaking exam is on the last day of class. During final exam week, you will take a comprehensive written exam.

LAB MANUAL/WORKBOOK. Students are responsible for completing all of the Lab Manual/Workbook by the deadlines established in the course calendar. Chapters of the Lab Manual/Workbook are due at THE BEGINNING OF CLASS (12 NOON) on the deadline or the student will receive a zero. Chapters may be turned in prior to deadlines. To access online materials, go to the product URL at <http://www.mhcentro.com>. Click **Create a new account**. Fill in a unique username and password, as well as the other information requested. You will use the username and password every time you log on to the site, so be sure to write this information down and to keep it in a safe place. Then click **Submit**.

MAKE-UP POLICY FOR LAB MANUAL/WORKBOOK. **Work not received by the deadlines set forth above will receive a zero. Partial work timely completed will receive a proportionate grade.**

MAKE-UP POLICY FOR TESTS. Any student arriving more than thirty (30) minutes after the test begins must take a make-up test. A limit of ONE (1) chapter test may be made up due to an absence. If a second test is missed, the grade for the second test missed will be ZERO (0). The make-up day will be the last day of regularly scheduled classes. Make-up tests will be different from regularly scheduled tests.

OFFICE HOURS: Tuesday and Thursday : by appointment only; Félix Morales building Room 124. Eastside Campus.

RECORDING DEVICES IN HCC FACILITIES. Per HCCS Policy, "Use of recording devices, including camera telephones 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."

RELIGIOUS HOLIDAYS. If a student observes a religious holiday as defined in the current Student Handbook, the student must notify the instructor in writing not later than the 15<sup>th</sup> day after the first day of the semester, with notice personally delivered by the student to the instructor with dated acknowledgment of receipt. A student excused under this section may not be penalized for the absence, but the instructor may appropriately respond if the student fails to

complete assignments..

TIME MANAGEMENT PLAN. Students are responsible for completing all assignments by the due dates. Study habits for learning a foreign language demand criteria and strategies that may be new to you: first, mastering good foreign language study habits requires regular training; second, managing the limited periods allotted for completing assignments requires that you make and commit to a time management plan because you have to work through the material by yourself. Constantly practice and review since you are expected to remember and produce all material covered in prior chapters. Always plan for contingencies; a power failure or computer glitch is not a valid excuse. Complete your work early instead of waiting until the due date; each chapter is progressively more difficult than the previous chapter; you may need more time than you had planned to complete assignments.

Program  
Discipline  
Requirements

Placement into this course is based on having had no previous formal instruction in Spanish or less than one year of high-school Spanish.

HCC Grading  
Scale

A = 100- 90	4 points per semester hour
B = 89 - 80:	3 points per semester hour
C = 79 - 70:	2 points per semester hour
D = 69 - 60:	1 point per semester hour
59 and below = F	0 points per semester hour
FX (stops attending classes)	0 points per semester hour
W (Withdrawn)	0 points per semester hour
I (Incomplete)	0 points per semester hour
AUD (Audit)	0 points per semester hour

Instructor  
Grading  
Criteria

#### GRADING POLICY/STUDENT EVALUATION.

No student is entitled to receive special treatment from an instructor unless the Disability Office so instructs; therefore, even if your petitions are valid, I cannot grant them.

There is no extra credit or bonus work available in this course.

Students are expected to attend all classes, complete all assignments and take all tests and exams.

It is your responsibility to keep up with the schedule.

Your instructor will upload your grades to the online gradebook within one to three days of each class activity. Evaluation is as follows:

Lab Manual/Workbook	30%
Chapter Tests	40%
Final Exam: Speaking 20%: Written 80%	30%
Total	100%

Class participation is essential in a foreign language class and the following are fundamental:

- ▶ Timely arrival
- ▶ Signing in at the beginning of every class
- ▶ Signing in or out with an accurate time if a student arrives late or leaves early.
- ▶ Preparation for class
- ▶ Active class involvement
- ▶ Staying on task, on the correct page and exercise
- ▶ Bringing your textbook and a black pen to class
- ▶ Also included is mature classroom behavior, which includes but is not limited to the following:
  - ▶ Telephones, computers, all electronic and texting devices must be turned off in class and removed from sight.
  - ▶ Talking during the instructor's lessons, chatting off topic in peer groups, applying make-up, or studying for other classes is strictly prohibited.
  - ▶ Eating or chewing gum is not allowed in the classroom except for a medical condition verified by a note from your physician.

Instructional  
Materials

**COURSE MATERIALS REQUIRED:**

- ▶ Puntos de partida An invitation to Spanish Eight Edition. ISBN: 13: 978-0-07-757638
- ▶ Supplementary Materials, Workbook & Laboratory Manual. ISBN: 13:978-0-07-757641-7
- ▶ **NO USED BOOKS.** All students must have their own materials by the second class.
- ▶ Bring a black pen and your book to every class.

HCC Policy Statement: **DISABILITY OFFICE.** Any student with a documented disability (e.g., physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty members are authorized to provide only the accommodations requested by the Disability Support Services Office. Students who are requesting special testing accommodations must contact the appropriate DSS Counselor for assistance. If you need special accommodations, contact Mrs. Jette Friis, Disabilities Specialist ADA/Disability Counseling at (713) 718 7218 (voice/TTY); [Jette.Friis@hccs.edu](mailto:Jette.Friis@hccs.edu).

**SCHOLASTIC DISHONESTY** includes, but is not limited to, cheating on a test, plagiarism and collusion. Possible punishments include a grade of "0" or "F" on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the college district.

Access Student Services Policies on their Web site: <http://hccs.edu/student-rights>  
Access DE Policies on their Web site: <http://de.hccs.edu/de/de-student-handbook>



Access CE Policies on their Web site:

<http://hccs.edu/CE-student-guidelines>