

Thomas Nelson Community College
Syllabus for Spanish 101
Fall 2007

SPA 101-05H (Session 16W)

Beginning Spanish I

TR: 10:00-11:50 AM

Class: Room 230

*Lab work is required each week

LLC/Lab: 912 Tel. 825-2988/2819

Instructor: Ellis B. Long

Office: 844 Tel. 825-2788

Office Hrs.: T, R: 2:00-5:00/W: 4:00-6:00

W: 6:00-8:00 By Appt. Only (24hrs notice)

longe@tncc.edu

www.tncc.edu/faculty/longe

REQUIRED TEXTS: Terrell, Tracy D., Magdalena Andrade, Jeanne Egasse, and Elías Miguel Muñoz. **Dos mundos: Comunicación y comunidad.** 6th ed. New York: McGraw-Hill, 2006.

Terrell, Tracy D., Magdalena Andrade, Jeanne Egasse, and Elías Miguel Muñoz. **Online Cuaderno de actividades to accompany Dos mundos.** (Quia) 6th ed. New York: McGraw-Hill, 2006. (Purchase Quia book key code, valid for 24 months, in the bookstore.)

Van Patten, Bill, Martha Alford Marks, and Richard V. Teschner. **Student Viewer's Handbook to accompany Destinos: An Introduction to Spanish.** Volume 1, Episodes 1-26. 3rd ed. New York: McGraw-Hill, 2002.

OPTIONAL: Terrell, Tracy D., Magdalena Andrade, Jeanne Egasse, and Elías Miguel Muñoz. **Interactive CD-ROM to accompany Dos mundos.** 6th ed. New York: McGraw-Hill, 2006.

Kosnik, Alice Mohrman. **Así escribimos: A Writing Workbook for Beginning Spanish Students.** Ed. Dorothy Sword Bishop. New York: Glencoe/McGraw-Hill, 1993. Workbook and Answer Key.

MATERIALS: Three (3) ring loose-leaf (8½x11) notebook with dividers for handouts and class notes, audio CDs, #2 pencils, and a bilingual dictionary. (**Vox Compact Spanish and English Dictionary** comes with a new textbook.)

SCOPE: **Dos mundos**, Pasos-Capítulo 4.
Dos mundos, Videoteca, Paso C-Capítulo 4, viewed online.
Destinos, Episodes 1-13, viewed in class or online.
[Optional: **Así escribimos**, Lecciones I-VI, VIII-XVI, XVIII-XX.]

COURSE DESCRIPTION:

SPA 101 Beginning Spanish I

(4 credits)

Prerequisite(s): ENG 03, ENG 05 if required by individual student's placement. Introduces understanding, speaking, reading, and writing skills and emphasizes basic Spanish sentence structure. Lecture 4 hours per week. May include one additional hour of oral practice per week.

COURSE OBJECTIVES:

SPANISH 101 is designed for the student without prior study of Spanish and for those with limited proficiency. The course presents the vocabulary and structures needed in practical, real life situations: greetings, identification, weather, studies, career interests, requests, likes/dislikes, shopping, and sharing cultural differences. Class activities emphasize acquisition of the four language skills - listening, speaking, reading, and writing - within a cultural context in order to achieve basic communicative proficiency.

METHODS OF INSTRUCTION:

The course is based on the philosophy and approach to teaching second languages known as the Natural Approach. Fundamental to this method is the idea that, in order to acquire a language, students are given ample opportunities to comprehend the language (through listening and reading), and production (speech and writing) emerges naturally from these comprehension experiences. In this course students listen to and interact with their instructor and classmates, develop the ability to understand spoken and written Spanish, and begin to communicate their thoughts and ideas in the language.

LISTENING SKILLS:

In order to facilitate your mastery of this skill, you will complete the assigned listening exercises that accompany the *Pasos* and *Capítulos* 1-4 of the text (**Dos mundos**) that are covered in this course. You must listen to each segment and complete the corresponding exercises in the **Online Cuaderno** at: <http://books.quia.com>. The listening exercises include the *Actividades auditivas*, divided into sections thematically coordinated with the text, a review section called *A repasar* (beginning in *Paso B*), and *Pronunciación y ortografía*. **This is your primary assignment for practicing your listening comprehension skills.** The exercises for each chapter must be completed before the corresponding chapter test. A minimum of one hour of lab per week is required. The majority of the work is corrected electronically. **Be sure to submit your answers electronically.** You may request from the Language Learning Center (LLC/the lab) copies of the audio CDs containing the same listening exercises from the **Online Cuaderno**, which you may use for additional practice when you do not have access to a computer.

An essential listening aid is the set of **Dos mundos** vocabulary CDs, with which you need to work extensively and frequently. The CDs pronounce the vocabulary in the list at the end of each preliminary lesson and chapter of the text. Learning to comprehend, pronounce, and write each word in the chapter vocabulary is the first step to beginning a new chapter. You should begin these vocabulary listening and mastery activities immediately upon beginning the work in each preliminary lesson and chapter.

The video to accompany **Dos mundos** (*Videoteca*) will be viewed online in the *Videoteca* section of the **Online Cuaderno**. The video consists of a cultural montage on one or more of the Spanish-speaking countries, called *Escenas culturales*, and, beginning with *Paso C*, a short

vignette, a situational dialogue called *Escenas en contexto*, coordinated with each chapter of the text. You should preview the questions in the *Videoteca* section of the **Online Cuaderno** before viewing the segment and answer them immediately after viewing the segment. The **Dos mundos** video is available in the LLC, in the library (on reserve), and through the **Online Learning Center** at: www.mhhe.com/dosmundos6. The work in the **Online Cuaderno** is corrected electronically. **Be sure to submit your answers electronically.**

The videos from the telenovela **Destinos** will be viewed in class or online. The chapters in the Student Viewer's Handbook (**Destinos** workbook) correspond to the episodes of the series. You must complete the preview section called *Preparación* before coming to class on the day that we will view the episode. The *¿Tienes buena memoria?*, *Más allá del episodio*, and *Repaso* sections should be completed during or immediately after viewing the episode. The **Destinos** series is available in the LLC and is on reserve in the library so that you may review any episode or view an episode missed due to absence. It is also available online at the following websites:

<http://www.free-ed.net/free-ed/Humanities/ModernLanguages/destinos01.asp>; and <http://www.learner.org/resources/series75.html#jump1> (students have to create an account to watch the episodes at this site).

The instructor will check your progress and assign credit for your work in the **Online Cuaderno** and the **Destinos** workbook on the dates of the chapter tests. You will turn in your **Destinos** workbook **at the beginning of the class** on the test dates for this purpose. Late work will not be accepted.

To further develop your listening comprehension, selections from popular Spanish music CDs will be played in class from time to time, and you will participate in activities that will help you to understand the lyrics and appreciate the meaning of the songs.

For additional practice to improve your listening skills and your performance on the listening component of the tests, you may use a variety of audio, video, print, and CD-ROM materials available online. Click on Spanish Resources on the instructor's website for a list of suggested sites and a brief description of each one. The **Interactive CD-ROM to accompany Dos mundos** is an interactive four-skills program that allows you to participate in recorded interviews with the characters. The CD-ROM contains a link to the **Dos mundos** website, which offers additional activities for each chapter of the text and provides links to related and other culturally authentic sites. The **Dos mundos** website can also be accessed directly at: www.mhhe.com/dosmundos6.

Each test and exam will include a listening section.

SPEAKING SKILLS:

You will be evaluated on daily in-class speaking activities and readings. Therefore, it is imperative that you attend each class. Your class participation grade will reflect the quantity and the quality of your participation in class. The quality of your class participation is directly related to the completion of your homework assignments prior to class. Prompt completion of the **Online Cuaderno** assignments will also improve your performance in class. Each chapter of the textbook has from 1 to 17 *Actividades de comunicación* (white pages) designed to facilitate meaningful situations for speaking in Spanish during the semester. You must be present in order to participate; therefore, your attendance record, including both unexcused and excused absences, will count as part of your class participation grade. **Excused absences do not make up for the in-class participation missed.**

There are four (4) Speaking Evaluations for which you and your classmates will perform a variety of speaking tasks. The last Speaking Evaluation, your report on your Spanish-speaking country, which will require research on the Internet, will count twice. You will receive instruction in PowerPoint in the LLC and will use it to prepare your last Speaking Evaluation. The Speaking Evaluations must be presented on the scheduled due dates. There will be no make-up Speaking Evaluations. If you miss a Speaking Evaluation, you will receive a zero (two zeros for the last Speaking Evaluation). The lowest Speaking Evaluation grade will be dropped.

READING SKILLS:

You will read and respond to the *Enlaces literarios* and *Lecturas* in the textbook. You will have opportunities in class for silent, sustained reading, Free Voluntary Reading (FVR), of brief dialogues, traditional folktales, playlets, cross-cultural mini-dramas, cartoons, current magazine and newspaper articles, and selected literary and cultural texts.

You will subscribe to two (2) issues (septiembre/octubre and noviembre/diciembre) of *¿Qué tal?*, the first level of the Spanish series of Scholastic Magazine, to be used for at-home reading and for silent Free Voluntary Reading (FVR) in class. Two chapter tests will include open-magazine questions from *¿Qué tal?* Magazines can be purchased in the bookstore.

At your option, to improve your reading comprehension and your performance on the reading component of the tests, you may read and respond to the *Lecturas* in the **Online Cuaderno**.

Each test and exam will include a reading section.

WRITING SKILLS:

For each *Paso* and *Capítulo*, you must complete the assigned writing exercises found in the *Actividades escritas* section of the **Online Cuaderno**. These written exercises, divided into sections thematically coordinated with the text, include activities that focus on grammar and are keyed to the corresponding grammar points in the blue pages of the text and others that allow more creative writing. **This is your primary assignment for practicing your writing skills.** The exercises for each chapter must be completed before the corresponding chapter test. The majority of the work is corrected electronically. **Be sure to submit your answers electronically.**

For additional practice with the material presented in each *Paso* and *Capítulo*, you will complete the activities listed under Quizzes in the **Online Learning Center** at: www.mhhe.com/dosmundos6, including *Los amigos animados*, the vocabulary and grammar quizzes, and *Entrevistas*. The best time to do these activities is after completing the work in the **Online Cuaderno**, as they provide a good review of that material for the corresponding chapter test. The majority of the work is corrected electronically. **Be sure to submit your answers electronically.**

At your option, to improve your ability to manipulate the structure of the language and your performance on the writing component of the tests, you may complete the selected written exercises in **Así escribimos**. This writing workbook provides excellent practice in creating simple, straightforward sentences and is especially useful for true beginners. The work is self-correcting using the Answer Key that accompanies the text.

The instructor will check your progress and assign credit for your work in the **Online Cuaderno** and the **Online Learning Center** on the dates of the chapter tests. You will turn in the results of your **Online Learning Center** work **at the beginning of the class** on the test dates for this purpose. Late work will not be accepted.

Each test and exam will include a writing section.

SUMMARY OF ONLINE ASSIGNMENTS

Online Cuaderno (<http://books.quia.com>)

You will receive a separate instruction sheet to sign up online and a separate list of assigned exercises. You will need your own book key, which you may purchase at the bookstore, and your instructor's code. When you type in your first and last names, verify that they are spelled correctly. Complete the assigned exercises in the *Actividades escritas*, *Resumen cultural*, *Actividades auditivas*, *Pronunciación y ortografía*, and *Videoteca* sections for each *Paso* and *Capítulo* before the corresponding test. The *Lecturas* sections are optional. If you have a problem with Quia, write to bookhelp@quia.com for a quick response (usually within 24 hours). **Be sure to submit your answers for electronic grading before the corresponding chapter test in order to receive credit.** You may repeat the assigned activities as many times as you like in order to improve your score. The electronic grading system counts only your best score. These assignments are 10% of your grade.

Online Learning Center (www.mhhe.com/dosmundos6)

You will use this site for additional practice with the material presented in the textbook. Sign in as follows: Last name, First name. For each *Paso* and *Capítulo*, complete all the activities listed under Quizzes, including *Los amigos animados*, the vocabulary and grammar quizzes, and *Entrevistas*, before the corresponding test. **Be sure to submit your answers for electronic grading in order to receive credit.** After submitting your answers, fill in your full name under "Routing Information" at the end of each activity, but **PLEASE DO NOT EMAIL THE RESULTS TO YOUR INSTRUCTOR.** Copy/paste the part of each activity that shows the name of the activity and your score into a Word document. If there is a quiz that requires instructor grading, include the entire quiz in the document. Print the document. If the document has multiple pages, staple the pages together in the upper left corner. Write

your full name on the first page. Turn in the Word document on the corresponding chapter test date. These assignments are 5% of your grade.

<u>EVALUATIVE DISTRIBUTION</u>		<u>GRADE SCALE</u>	
Class participation	10%	90-100	A
Speaking evaluations (4)	10%	80-89	B
Online Cuaderno (Quia)	10%	70-79	C
Online Learning Center	5%	60-69	D
<u>Destinos</u>	10%	0-59	F
Quizzes (12)	10%		
Chapter tests (5)	30%		
Final exam	15%		

STUDENTS WITH DISABILITIES

Students with disabilities who take this course and need disability-related classroom accommodations are encouraged to make an appointment with the office of Services for Students with Disabilities to register for support services (Room 323, Hastings Hall) as soon as possible. You must provide the instructor with a copy of your letter of accommodation and information about any special needs you may have. All such information will be kept strictly confidential.

REPEATING A COURSE

A student will be limited to two enrollments in the same credit course. If a student requests to enroll in the same course more than twice, the need must be documented and approved by the Vice President for Academic Affairs. The limitation does not apply to the courses in the Curriculum Guide identified as General Usage Courses. Please note that auditing or withdrawing from a course is considered an “attempt” for purposes of repeating a course.

ACADEMIC DISHONESTY

A student involved in academic dishonesty (i.e., cheating, plagiarism, etc.) will receive a grade of zero (0) on the assignment in question. This zero will not be dropped. If involved in a subsequent act of academic dishonesty, the student will receive a grade of “F” in the course. Students are reminded that all sources, including individuals and Internet sources, must be cited in assignments when applicable. Turning in computer-translated texts is also a form of academic dishonesty. These texts are easily recognizable. Please refer to the section on Scholastic Dishonesty in the 2006-07 TNCC Student Handbook, which is available online at: <http://www.tncc.edu/students/StudentHandbook.pdf>.

ATTENDANCE POLICY

Consistent attendance, punctuality, and active participation in Spanish are essential to making good progress in the course. The most important thing is to be present. Once behind, it is extremely difficult to catch up.

Attendance is required and will affect the final grade. Each student is expected to attend each and every scheduled class. Attendance is counted from the first day of class, even if you join the class late. The instructor will record the time you are actually present in the classroom. You must be present in order to develop communication skills.

Arriving late and/or leaving early is inconsiderate of your classmates. Each instance of arriving late or leaving early will be considered an absence of the corresponding part of one (1) hour. **For each such instance, please note your time of arrival/departure on the attendance sheet.** Be sure to indicate whether you **came** or **left** at the time noted.

Your attendance record, including both unexcused and excused absences, will count as part of your class participation grade. Absences will be excused only in the event of illness or an emergency. If you want an absence to be excused, you must submit to the instructor a note from the doctor or other appropriate documentation with your request for an excused absence on a specified date within one (1) week after the date of the absence.

A maximum of two (2) excused absences will be allowed. More than eight (8) hours of unexcused absences (the equivalent of four (4) classes) will result in failure of the course. It is your responsibility to attend class and to sign the attendance sheet. If you miss a class meeting for any reason, you will be held responsible for all material covered and announcements made in your absence, whether excused or unexcused.

The instructor reserves the right to make exceptions to the attendance policy in unusual circumstances.

ACADEMIC STANDING

It is your responsibility to withdraw from the course by the official date to withdraw if you expect to receive a "W." Consult with the instructor as soon as you have questions about the material or your progress. **It is strongly recommended that only students who receive a grade of "C" or higher enroll in the next level course.**

LANGUAGE LEARNING CENTER

Home study with CDs is recommended. However, such work does not excuse you from any class or the completion of any lab assignment. Sign in each time you visit the lab or to use audio visual (AV) materials. For this course you will need CDs of the lessons listed below. You can obtain copies of the required lessons from the lab, Room 912, Templin Hall, by dropping off **name brand CDs**. The lab can accept only new, high quality CDs for duplication. Each CD must be labeled with your name, be inside a protective case, and be accompanied by a duplication request form inside the case. Request forms are available in the lab. CDs should be requested according to the following chart at the maximum rate of two (2) CDs per student per week.

<u>CD</u>	<u>Lessons</u>	<u>Disk#</u>	<u>Disk Color</u>	<u>Duplication Request Form:</u>
1.	Pronunciación	N/A	Clear	Name: _____
2.	Vocab Paso A-Cap.1	1of5	Brown	Language & Level: SPA101
3.	Vocab Cap.2-Cap.5	2of5	Brown	Book Title: Dos mundos (6 th ed.)
4.	Paso A-Paso C	1	Green	Lesson: _____
5.	Cap. 1-3	2	Green	Professor: Long
6.	Cap. 4-5	3	Green	Date: _____
7.	Enlaces Lit/Lecturas	(Cap. 1-15)		

Follow the posted rules related to the use of the LLC. Absolutely no food, gum, drinks (not even bottled water), or children allowed. Log in when you arrive, if necessary, but do not turn off the computer when you leave. Please leave your station clean and the chair pushed in. Non-class-related use of the computer, accessing the Internet, playing of any sort, or working on any online activity while instruction is in progress is strictly prohibited and will force me to lock your computer or have you leave the class.

INDIVIDUALIZED HELP

Make appointments for conferences with the instructor whenever possible in order to minimize interruptions during the conference. If you wish to meet with me on a Wednesday, 6:00-8:00, you must make the appointment 24 hours in advance. You can arrange to study regularly with a Spanish tutor in the Tutorial Center if you need ongoing individualized assistance.

APPROPRIATE CONDUCT

Your undivided attention in class is a must. No distracting or disruptive behavior; socializing; sleeping; chewing, popping, or bubble blowing of gum; opening of candy or gum wrappers; no food or drinks (other than bottled water) are allowed in the classroom; no food or drinks of any kind (not even bottled water) are allowed in the lab. **Pagers and cell phones must be turned off during all class and lab activities.** Private conversations with your classmates are expressly **prohibited** while class is in progress. **Please do not use the computers in the lab during class for personal communication or when the instructor is teaching.** Do not talk or make noise during quizzes, tests, presentations, or videos; leave the classroom for any reason while class is in session without permission of the instructor; or prepare to leave before class is dismissed. The instructor reserves the right to request that you leave the classroom if you engage in inappropriate conduct. Please refer to the Student Code of Conduct in the 2005-06 TNCC Student Handbook (see handout), which is also available online at: <http://www.tncc.edu/students/StudentHandbook.pdf>.

We all deserve respect. Please help maintain an atmosphere of mutual respect and a pleasant and productive learning environment for all students.

USE OF MATERIALS

Please do not remove materials from the classroom or lab unless you have permission from the instructor or the lab supervisor. Be thoughtful of others.

HOMEWORK

Students are responsible for mastering all material taught in the classroom, presented in the lab, and indicated in the syllabus. The instructor may add or delete assignments and/or change due dates listed in the syllabus.

POLICY ON MAKE-UP TESTS

1. THERE WILL BE NO MAKE-UP SPEAKING EVALUATIONS, QUIZZES, TESTS, OR EXAMS.

2. There will be twelve (12) vocabulary quizzes. A missed quiz counts as zero. The lowest quiz grade will be dropped.

3. There will be five (5) chapter tests. If you miss a test due to absence, the next test will count twice, but this option will be available only once. If you miss the last test, you will receive a zero. The lowest test grade will be dropped unless you miss more than one test, in which case no test grade will be dropped.

4. The Final Exam must be taken as scheduled. Any exception due to scheduling conflicts must be approved by the instructor prior to the exam date. The Final Exam cannot be exempted.

5. The instructor may change the dates of scheduled tests and quizzes.

IMPORTANT NOTE

Keep your syllabus and all papers related to your work in the course until the final grade is assigned.

HELPFUL HINTS FOR SUCCESS IN A FOREIGN LANGUAGE CLASS

1. **Take notes** in every class, including examples, new vocabulary, and cultural information.
2. **Learn** the vocabulary at the beginning of each chapter using the vocabulary CD.
3. **Practice** new and prior vocabulary and verbs using your own flash cards daily.
4. **Write** out answers to the "Gramática" exercises and complete the worksheets promptly. Write a journal in Spanish beginning with short entries.
5. **Listen** to the **Online Cuaderno** audio CDs daily. Frequent listening is very helpful.
6. **Practice** with the pronunciation CD weekly to improve your pronunciation. The pronunciation CD is an essential speaking aid; work with it extensively and frequently. Practice your pronunciation with a partner to improve your speaking skills.
7. **Avoid translating. Concentrate** on the functional use of the language.
8. **Plan** to spend a minimum of two (2) hours in preparation for each hour of class.
9. **Study** with a partner or join a group and meet regularly to practice speaking, vocabulary, and grammar. Exchange phone numbers and begin these activities soon.
10. **Speak Spanish!** Take every opportunity in and out of class to use your new language. Don't be afraid to make mistakes.

HAVE FUN WITH THE LANGUAGE!

FALL 2007: DATES TO REMEMBER

Last Day to Add a New Class or Process a Section Change	August 27
Labor Day Holiday (college closed)	September 3
Last Day to Drop for a Refund	September 4
Last Day to Withdraw With a Grade of "W"	October 24
Thanksgiving Holiday (college closed)	November 20-25
Classes End	December 7
Final Exams	December 8-14
SPA 101-05H Final Exam	December 13
Grades Due (by noon)	December 17

<u>DATE</u>	<u>ASSIGNMENT</u>
8/21C	Introduction/Pronunciation
8/23C	Quiz 1 (Paso A, first half)/Gramática A.1-A.4/Actividades/Workbook
8/28C	Gramática A.5/Actividades/Workbook
8/30L	Quiz 2 (Paso A, last half)/Language Learning Center (LLC/the lab/912 Templin)
9/4C	Actividades/Workbook
9/6C	Quiz 3 (Paso B)/Gramática B.1-B.5/Destinos 1
9/11L	Actividades/Workbook
9/13C	Quiz 4 (Paso C)/Gramática C.1-C.5/Destinos 2
9/18C	Actividades/Workbook
9/20L	Test 1: Pasos A-C/FVR/Destinos 3/(<u>Así</u> I, II, V, VI, VIII, XI)/Actividades
9/25C	Speaking Evaluation 1/Gramática 1.1-1.4
9/27C	Quiz 5 (Capítulo 1, first half)/Actividades/Enlace Lit (62)/Destinos 4
10/2L	Gramática 1.5/Actividades/Lectura (72)
10/4C	Quiz 6 (Capítulo 1, last half)/Actividades/Destinos 5
10/9C	Test 2: Capítulo 1/FVR/Destinos 6/(<u>Así</u> X, XII, XVI)/Actividades
10/11L	Speaking Evaluation 2/Gramática 2.1-2.2
10/16C	Quiz 7 (Capítulo 2, first half)/Actividades/Enlace Lit (102)
10/18C	Gramática 2.3-2.5/Actividades/Lectura (104)/Destinos 7
10/23L	Quiz 8 (Capítulo 2, last half)/Actividades
10/25C	Test 3: Capítulo 2/FVR/Destinos 8/(<u>Así</u> XIII)/Actividades
10/30C	Speaking Evaluation 3/Gramática 3.1-3.3
11/1L	Quiz 9 (Capítulo 3, first half)/Actividades/Enlace Lit (124)/Destinos 9
11/6C	Gramática 3.4-3.5/Actividades/Lectura (134)
11/8C	Quiz 10 (Capítulo 3, last half)/Actividades/Destinos 10
11/13L	Test 4: Capítulo 3/FVR/Destinos 11/(<u>Así</u> IV, IX, XVIII)/Actividades
11/15C	Quiz 11 (Capítulo 4, first half)/Gramática 4.1-4.4/Actividades/Destinos 12
11/20	Thanksgiving Holiday
11/22	Thanksgiving Holiday
11/27L	Quiz 12 (Capítulo 4, last half)/Gramática 4.5/Actividades/Enlace Lit (161)/Lectura (164)/Destinos 13
11/29C	Test 5: Capítulo 4/FVR/(<u>Así</u> III, XIV, XV, XIX, XX)/Actividades
12/4C	Review
12/6L	Speaking Evaluation 4
12/13C	Final Exam (10:00-11:45 AM)
C = Classroom (Room 230)	L = Lab (Room 912)