

**Three Rivers Community College
Norwich CT 06360**

Syllabus

#30622 - CJS- K124- TO2

Spanish for Criminal Justice Professional

**Mohegan Campus
Fall 2008**

Credit hours: 3 semester hours

Course Schedule: Monday 2:00 – 4:45

Instructor: Dr. Julie Wakely

Office hours: By appointment

Phone: (860) 334-3907

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Course Description: Spanish for Criminal Justice Professional
CJS* K124 3 Credit Hours

This course is designed to provide the student with an overview of Hispanic cultures and the roles they play in the criminal justice and corrections systems. Students will gain a basic understanding of the colloquial and idiomatic Spanish frequently encountered by criminal justice and corrections professionals.

Course objectives: To provide the setting where students practice the Spanish needed to perform work-related procedures in law enforcement in order to:

- Increase Officer Safety
- Enhance Job Performance
- Provide Protection from Legal Liability
- Increase Community Safety
- Project a Positive Image in the Hispanic Community

Learning outcomes: With practice and motivation at the end of this semester, students will be able to pronounce Spanish clearly and with authority, utilizing job related phrases and vocabulary to accomplish the following tasks:

- Stop a suspect
- Make a vehicle stop
- Issue a traffic ticket
- Search a person or suspect
- Make an arrest
- Obtain basic information
- Identify himself or herself
- Greet and say goodbye
- Attend to medical emergencies
- Read the Miranda warning and waiver
- Identify insults, profanity, and hostile language
- Book suspects
- Conduct procedures in correctional facilities

Criteria of evaluation: Evaluation will be determined as follows:

1. Completion of written and/or oral assignments and exams. **Important Note: Make up tests and exams are not allowed unless extenuating circumstances prevent a student from taking the test or exam on test days.**
2. Listening to textbook CD's is mandatory.
3. Instructional scenarios and class presentations are a major component of the class.
4. Class attendance.

Attendance policies: Because of the cumulative nature of language learning, frequent exposure to the material and keeping up with the assignments is very important. Students must attend all classes and must come to class prepared. If absences are not justified, student's participation grade will be affected.

If you miss a class, it is your responsibility to keep up with the assignments. Check with a classmate for any changes or additions to the assignments in the syllabus. Failure to fulfill any of the categories mentioned above can have a negative impact on your grade.

Grading Policy:

Mid-term (written & oral) grade	25% of final
Final Exam (written and oral) grade	25% of final
Participation/Presentations grade	25% of final
Preparation of class assignments in the Textbook, Workbook & Laboratory Manual grade	25% of final

Numerical Grading Equivalent:

A = 100 - 93	B+ = 89 - 87	C+ = 79 - 77	D+ = 69 - 67
A- = 92 - 90	B = 86 - 83	C = 76 - 73	D = 66 - 63
	B- = 82 - 80	C- = 72 - 70	D- = 62 - 60
			F = below 60

Disabilities Statement: If you have a hidden or visible disability that may require certain modifications, please be sure to register (if you have not already done so) with the coordinator of services for students, or with Chris Scarborough, student Counselor. I also would like you to see me as soon as possible.

Academic Dishonesty: False representation of a student's academic performance constitutes academic dishonesty. Knowingly or intentionally assisting another student to do so in any way (during a quiz, exam or written assignment) will have serious consequences. I reserve the right to award an "F" for the course to the individuals involved.

Disruptive Behavior: Will not be tolerated. Students will be removed from the course if the problem is not corrected.

Cell phones: Please disconnect during class

Course Revisions: This syllabus has been prepared as accurately as possible, but it could be modified and revised at the discretion of the instructor.

Suggestions on how to study and learn a foreign language

- **Practice** the language as much as you can.
- **Imitate** as exactly as you can. If you read silently you are only using your visual memory if you study **out loud**, you triple your efficiency by adding auditory memory and motor memory.
- Learn **one concept** at a time. Break up a lesson into small units.
- **Study for short periods of time.** Start off with twenty minutes to a half an hour at the most; then turn to some other work; then come back for another twenty minutes; and so on. Four half hour periods of study will produce far better results than two uninterrupted hours.
- **Make full use of class time.** Don't close off your mind when somebody else is responding in class. Recite mentally with him or her and get half the learning job done that way.
- **Keep up with the assignments** and don't fall behind. Language learning is cumulative. You build on what you learned previously. You must know the concepts of chapter 10 before you can learn the concepts of chapter 11.
- **Come to class prepared.** Don't stay away from class if you are unprepared. You'll fall still farther behind. Tell your instructor and learn from the classroom work.
- **Literal translation** from one language to another is not possible in many cases. Learn to read for meaning rather than just translating
- **Don't try** to cover the whole assignment in one sitting. Break it up in segments, re-read each part and then re-read the whole
- **Make a list** or flash cards of your own particular nuisance words; words you have to look up again and again spend special time on them. Except for such nuisance words, don't write out list of words you had to look up- unless you think you have time to waste.

Components of the course: Textbook with CD's

Textbook: Sam Slick: **Survival Spanish for Law Enforcement Officers**, 2nd Edition.

The Textbook introduces and provides activities to practice basic job-related vocabulary and phrases in order to conduct procedures in a criminal justice environment. The **CDs** offer practice in listening, comprehension, and pronunciation of the same material.

Course outline=Plan de Trabajo

Out of class preparation is essential for language learning. Do the assigned material prior to coming to class, not during class. Class time reinforces the material you have already studied at home.

Note for assignments:

Septiembre = September

M: 8 Introduction to course
What is a Hispanic?
Where do they come from? Why do they come to the US?
How? Legal and Illegal immigration
Status of Puerto Ricans as citizens
Cubans as resident aliens due to political status
Demographics
Level of language abilities
Machismo
Domestic violence calls
Role of the woman
Spanish surname system
Stereotyping
The Hispanic and the police
Policing in Mexico
The Hispanic & vehicular law
Spanish pronunciation/ spelling/alphabet/ numbers
Assignment for next class: Survival Spanish for Law Enforcement Officers Pgs.1-4; pg.43 with corresponding CD; Study material presented in class.

M: 15 Review Culture capsules
Practice pronunciation, numbers and the alphabet
Introduce Months, Days, and How to give dates
Introduce body parts
Introduce fundamentals of Police Spanish: greetings,
personal exchanges, self-identifications, diffusers.
Assignment for next class: Spanish for Law Enforcement Officers
Pgs 6-7; pg. 44 with corresponding CD; Study material presented in class.

M: 22 Review previous class assignment: culture capsules, spelling, alphabet,
numbers, days, months, dates, body parts, greetings, personal exchanges,
diffusers, self-identifications.
Practice: Scenarios/ Simulations
Assignment for next class: Memorize material presented in class &
corresponding chapters in **Survival Spanish for Law Enforcement**
Officers; Study for Test

M: 29 Review previous class assignment: Culture capsule; spelling; alphabet;
greetings, personal exchanges; diffusers; body parts
Practice: Scenarios/simulations
TEST
Introduce Stopping a Suspect; Searching a Suspect; Control & Arrest
Practice oral section of DVD
Scenarios
Assignment for next class: Survival Spanish for Law Enforcement
Officers Pgs.8-10 with corresponding CD; Study material presented in
class.

Octubre = October

M: 6 Review previous class assignment: Alphabet, Pronunciation, Greetings,
Diffusers, Self-Identifiers, Body parts, Simulations
Continue practicing Stopping a Suspect; Searching a Suspect;
Control & Arrest
Police Scenarios/Video
Simulations
Assignment: Survival Spanish for Law Enforcement Officers Study
material presented in class. Mid-Term Exam

M: 13 No classes in session

- M: 20 Review previous class assignment
Simulations/Scenarios
Mid-Term Exam
Movie
- M: 27 Review previous class assignment
Review Mid-term exams
Introduce Field Information Questions
Scenarios with material
Scenarios without manual
Informational Forms in Groups
Movie, if time permits
Assignment: Memorize all material presented in class; **Survival Spanish for Law Enforcement Officers** Pg.11; Pgs.26-27 with corresponding CD;
Declare topic for final presentation

Noviembre = November

- M: 3 Review previous class assignment
Assign student reports for December 1
Practice Informational Questions/with forms
Introduce Car Stops/ Vehicle Stops
Strategies for Communication
Introduce Questions for Booking a Suspect/ Executing Warrants
Introducing Handling of Domestic Violence
Video
Practice Scenarios
Assignment: Study material presented in class; **Survival Spanish for Law Enforcement Officers** Pgs.12-15 with corresponding CD; Test.
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- M: 10 Review previous class assignments
Test
Introduce DUI
Introduce Medical Emergencies
Practice reading Miranda warning
Practice scenarios
Movie if time
Assignment: Study material presented in class; **Survival Spanish for Law Enforcement Officers** Pgs.19-22; pgs.28; pgs.33-35 with corresponding CD;
- M: 17 Review previous class assignment
Introduce Profanity, Alert Words, Danger Words

Students pair up and create own scenarios

Movie if time

Assignment: Study material presented in class; **Survival Spanish for Law Enforcement Officers** pgs.36- 42 with corresponding CD.

- M: 24 Review previous class assignment
 Introduce Correctional Facility Vocabulary
 Introduce descriptor Questions
 Scenarios/ Simulations
 Assignment: **Survival Spanish for Law Enforcement Officers** pgs.47-51 with corresponding CD; Study material presented in class.

Diciembre =December

- M: 1 Review Basic Expressions, Descriptors, Numbers, Time, Timing, etc
 Practice action simulations, car stops, searches, and arrests
 Presentations: Students: 5 minute presentations with written report on various aspects of social and educational background of legal or illegal Hispanic populations, religion, folk medicine, divorce, domestic violence, gangs, drinking, incarceration, etc. among Puerto Ricans, Mexicans, etc.
 Assignment: Study material presented in class.
- M: 8 Final Exam
- M: 15 Make-up class if needed

SCHOOL CANCELLATIONS

In case of class cancellation, please call the person next on the list. If you are unable to reach this person leave a message that class has been cancelled and then call the next person on the list until you reach human contact