

**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**

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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**, 2<sup>nd</sup> 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.

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### **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, personals 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.  
 .
- 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