

**Three Rivers Community College
Norwich CT 06360**

Syllabus

CRN 10909 - CJS- K124- T1

Spanish for Criminal Justice Professional

Spring 2011

Credit hours: 3 semester hours

Course Schedule: Tuesday & Thursday: 4:00PM – 5:15 PM

Instructor: Dr. Julie Wakely

Office hours: By appointment

Phone: (860) 334-3907

Email jwakely@sbcglobal.net

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:

Quizzes & Tests (written & oral)

35% of final grade

Mid- Term & Final Exam (written and oral)

25% of final grade

Class Participation

25% of final grade

Presentations/ Preparation of class assignments in the Textbook, Workbook & Laboratory Manual

15% of final grade

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

Textbooks: Dr. Sam Slick: **Command Spanish:** Petal. Mississippi
The **Textbooks** introduce and provide activities to practice basic job-related vocabulary and phrases in order to conduct procedures in a criminal justice environment. The DVDs 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.

January

- TR: 20 Overview
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
Racial typing
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
Assignment for next class: Memorize material presented in class and corresponding units in **Command Spanish**
- T: 25 Overview of class
Review Culture capsules
Practice pronunciation and the alphabet
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

TR: 27 Review previous class assignment: Culture Capsules
Review Alphabet and Pronunciation.
Introduce body parts
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

February

T:1 Review previous class assignment: culture capsules, pronunciation, alphabet, body parts.
Introduce fundamentals of Police Spanish: greetings, personal exchanges; diffusers; self-identifications.
Introduce numbers 1-39
Scenarios & Simulations
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

TR: 3 Professional Day—Classes not in session

T: 8 Review previous class assignment: culture capsules, spelling, alphabet, greetings, personal exchanges, diffusers, body parts, number, time
Practice: Scenarios/Simulations
Assignment: **Test**

TR: 10 Test
Introduce Stopping a Suspect
Movie if time permits

T 15 Review previous class assignment: culture capsules, spelling, alphabet, greetings, personal exchanges, diffusers, body parts, number, time, etc
Introduce prepositions/ adverbs denoting position, time, location, etc.
Continue practicing Stopping a Suspect
Scenarios/ Simulations
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

TR: 17 Review previous class assignment
Introduce Car Stops
Introduce Appropriate Vocabulary/Tapes
Scenarios/ Simulations
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

T: 22 Review previous class assignment
Simulations/Scenarios
Movie if time permits

Assignment: Test

Declare topic for class presentation and written report: 10 minute presentation and written report on various aspects of social and educational background of legal or illegal Hispani populations, religion, folk medicine, divorce, domestic violence, gangs, drinking, incarceration, etc.

TR: 24

Test

Declaration of presentation

Movie

Assignment: Memorize all material presented in class; Bring occupational forms to practice for next class period.

March

T: 1

Review previous class assignments

Introduce Body Commands

Introduce Information Questions

Practice interviewing Hispanics with written forms

Scenarios with material/ without material

Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

TR: 3

Review previous class material

Introduce Strategies for Communication

Practice scenarios & simulations

Practice Occupational Forms

Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

T: 8

Review for exam

Movie

Assignment: Mid-term Exam

TR: 10

Mid-term Exam

Spring Break – Classes not in session March 13 - 19

T: 22

Movie

TR: 24

Review previous class assignment

Review Strategies for Communication

Introduce Questions for Booking a Suspect

Introduce Handling of Domestic Violence

Practice Scenarios

Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

T: 29 Review previous class assignments
Practice Booking a Suspect & Domestic Violence
Practice Scenarios **Assignment:** Prepare for **Test**

TR: 31 Test

April

T: 5 Review previous class assignment
Introduce DUI
Introduce Medical Emergencies
Simulations/Scenarios
Practice Miranda Warning
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

TR: 7 Review Vocabulary
Practice DUI & Medical Emergencies
Introduce Profanity, Alert Words & Danger Words
Students pair up and present own scenarios
Assignment for next class: Memorize material presented in class & corresponding units in **Command Spanish**

T: 12 Introduce Correctional Facility Vocabulary
Review Basic Expressions, Descriptors, Numbers, Time, Timing, etc
Practice action simulations, car stops, searches, and arrests
Assignment: Study material presented in class.
Scenarios

TR: 14 Scenarios & Simulations/Presentations
Assignment: Test

T: 19 Test

TR: 21 Presentations

T: 26 Presentations

TR: 28 Presentations & Reports

May

T: 3 Presentations & reports

TR:5 **Final exam**

T:10 **Make-ups 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