

SPA 111 - Elementary Spanish I (30319)

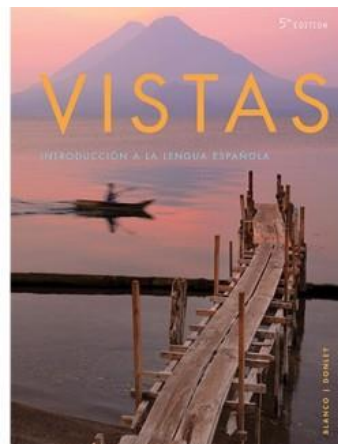
Fall 2018

Instructor: CELESTE ARRIETA  
Course schedule: ONLINE  
E-mail: [marrieta@trcc.commnet.edu](mailto:marrieta@trcc.commnet.edu)  
Office: C112  
Office Hours: Tuesday 9.30am-10.30am  
Tuesday 2.30pm-4pm  
Thursday 10am-10.30am  
Online - by appointment

**Course description:** This four-credit course introduces the basic principles of the Spanish language and provides a cultural understanding of the Hispanic world. The emphasis of the course is on developing communicative skills at a basic level, focusing on the four basic skills of language learning: listening, speaking, writing and reading. This course will allow students to contextualize the learning experience by providing a cultural context for all activities which encourages interest and appreciation of language and Hispanic culture. *This course fulfills one course of your foreign language requirement and the Intercultural/International requirement.*

**Course Materials:**

- ☑ Textbook: *Vistas*. Introducción a la lengua Española, 5<sup>th</sup> edition. Blanco & Donley, Vista Higher Learning, 2016.
  - SPA111: Lección 1 to 5 - SPA112: 6-10 - SPA211:11-14 - SPA212:15-18
  - This textbook introduces the basic grammatical structures of the language. Each chapter provides a large number of activities to help you practice the structures introduced. The chapters provide practice in pronunciation, listening, writing, reading and speaking the language. The readings offer a wide range of historical, social, political and artistic information to increase the student's knowledge and understanding of the Spanish & Latino world.
- ☑ *Vistas Supersite Plus (WebSAM: Online Workbook/Lab Manual/Video Manual + vText)*
  - Lab: This is a four-credit course since a minimum of one hour of laboratory/computer practice beyond the class meetings is required per week. The amount of time you will spend doing these activities will depend on your level of skills. You can use the New Language Lab (D117), the Tutoring Center (C117), the computers at the library or the labs at TRCC, or your own computer for that. You can access the Supersite from any computer connected to the internet.
- ☑ *Dictionary*. It's strongly recommended that you have your own dictionary. There are no specific requirements for dictionaries, any dictionary will work. Making your own vocabulary & grammar cards is greatly recommended since they prove to be very useful for foreign language learners. Several of these resources are available at the Language Lab, you can check them and see if any of those will fit your needs. Although you can't take them home, you are more than welcome to use them while in the Language Lab. You can also use online dictionaries and online pronunciation dictionaries. Weblinks for those are provided in Blackboard.



**\*\* Remember to keep your textbook and Supersite account for the future (your Supersite code is valid for **3 years**). The same textbook is used in four Spanish courses at TRCC, you won't need to buy any new material for future courses. Both courses (SPA 111 and SPA112) are required to fulfill the foreign language requirement, they are available every semester and also during the summer. After you complete both Elementary courses you can enroll in Intermediate Spanish courses SPA211 and SPA212, which are also available at TRCC. If you are planning on transferring to another institution check their foreign language requirement since it might be 2, 3 or 4 courses.**

### **Learning Outcomes:**

Upon completion of this course the student will be able to:

#### **A) Linguistics**

- a) Demonstrate listening, speaking, reading, and writing proficiency in Spanish at a basic level
- b) Demonstrate knowledge of the Spanish speaking world's linguistic diversity through the comprehension of Spanish in a variety of situations, discursive modes and historical, regional or social variations
- c) Demonstrate ability to use the language to investigate, explain, and reflect on the nature of language through comparisons of the language studied and their native language, which may develop into further proficiencies in their native language

#### **B) Communication**

- a) Demonstrate ability to perform: Interpersonal communication (interact and negotiate meaning in spoken, non-verbal, or written conversations to share information, reactions, feelings, and opinions), Interpretive communication (understand, interpret, and analyze what is heard, read, or viewed on a variety of topics and situations), and Presentational communication (present information, concepts, and ideas to inform, explain, persuade, and narrate on a variety of topics using appropriate media and adapting to various audiences of listeners, readers, or viewers)
- b) Demonstrate knowledge of communication patterns and cultural behaviors in Spanish and an understanding of the historical development and linguistic characteristics of Spanish
- c) Demonstrate analytic, interpretative, and critical thinking skills in regards to language, culture and the communication process in order to apply them in a variety of real-life situations

#### **C) Culture & Literature**

- a) Demonstrate ability to identify, describe and illustrate aspects of the cultures and ethnic groups in the Hispanic world by analyzing their cultural beliefs, values, behaviors, norms, identity, and worldviews on the socio-cultural topics in a global context
- b) Demonstrate ability to identify, connect, analyze and reflect on features of culture within their context, making connections with disciplines such as geography, history, sociology, and arts in the Spanish speaking world
- c) Demonstrate analytic, interpretative and critical thinking skills with respect to literary texts from Latin America, Spain, the United States and other countries in which Hispanic literature is produced

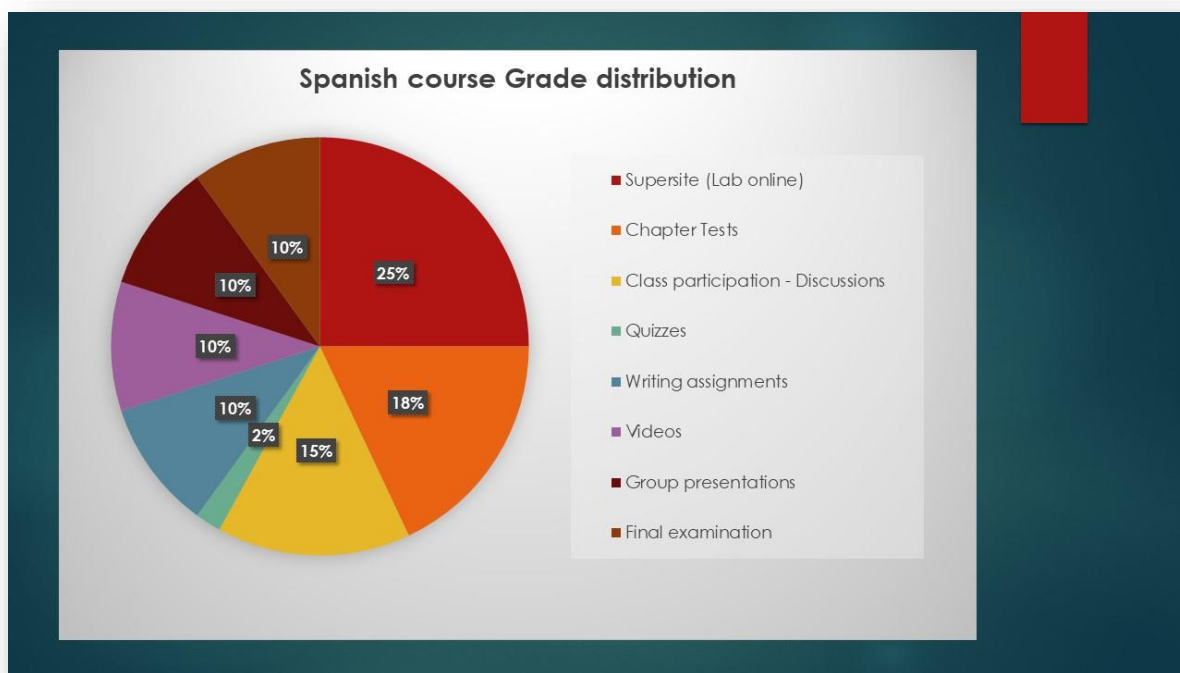
### **Numerical Grading Scale**

A	94-100	B	83-86	C	73-76	D	65-66
A-	90-93	B-	80-82	C-	70-72	D-	60-64
B+	87-89	C+	77-79	D+	67-69	F	0-59

**Evaluation Criteria:** An individual's performance will be evaluated according to the following criteria and percentages.

<u>Supersite</u> (Lab online)	25%
Chapter Tests (Cultura + Gramática y Vocab) ( <i>Pruebas</i> )	18%
Class participation - Discussions	15%
Quizzes	2%
Writing assignments	10%
Videos	10%
Culture & Language group presentations (Movies)	10%
<u>Final examination</u> (Oral, written & culture)	10%
	100%

**Cultural Assessment:** Please remember that Culture is an essential part of learning a foreign language. Global awareness, cross-cultural and multi-cultural perspectives are strong components of your general education. Students' cultural competences will be assessed in all of the criteria mentioned above. At the end of this course students will be familiar with cultural concepts and will demonstrate knowledge of the Hispanic culture and how it relates to language and communication. Since all Spanish courses at TRCC fulfill the International/Intercultural requirement your instructor will assess this content in different ways like tests, projects, discussions, Supersite, etc.



\*\*\*

## CRITERIA OF EVALUATION AND POLICIES

**1. CLASS PARTICIPATION – Discussion Boards:** Because of the cumulative nature of language learning, participation is very important. Frequent exposure to the material and keeping up with the assignments is essential. Students should participate in all discussion boards, review the material assigned to study and complete all the assignments. You will receive a grade for each assignment and a grade for overall participation in the course.

### ***What does it mean to participate in class?***

- **Actively participating in class activities and discussions by making comments, asking questions, showing enthusiasm in activities, respecting others participation and conducting yourself appropriately for a class.**
- Doing the homework and assignments, paying attention to listening comprehension activities and instructions, grammar exercises, performing oral activities, studying and focusing on the readings and correcting the exercises indicated in the textbook.
- Your **self-motivation, interest, attitude** towards the class and, **collaboration** with the class dynamic, are very important in foreign language classes (you could earn an overall performance extra-point at the end of the course based on that criteria).
- Students in traditional format courses will have an additional grade in Blackboard called **Attendance** which will be counted in this grade section.

**Disruptive behavior:** Will not be tolerated. Class interruptions, disrespectful comments or negative behavior affect the dynamic of the class. Your disruptive behavior will be noted by the instructor and your participation grade will be seriously affected. Students will be removed from the class if the problem is not corrected and the Dean of Students will be notified for a follow up with you on your behavior. Please see **Student's responsibilities** for more information on behavior during classes.

**Class announcements:** Remember that it's your responsibility to be updated on the class announcements, assignments and due dates. You need to take responsibility for keeping up with the assignments. Always check with your instructor for any changes or additions to the classes' schedule. All information regarding the course is posted in the course **Announcements** tab in Blackboard. You need to check these announcements frequently. Blackboard is set to send you a copy of announcements to your college email address, but do not rely on this since some features might be missing, such as pictures, course links, weblinks, etc.

**Class cancellations:** **MyCommNet Alert** is a system that sends text messages and emails to anyone signed up in the event of a campus emergency. Additionally, TRCC sends messages when the college is delayed or closed due to weather. All students are encouraged to sign up for myCommNet Alert. Students need to access MyCommnet and then click in MyCommNet Alert to be able to sign up for the free service, then follow the instructions. A tutorial is available on the Educational Technology and Distance Learning Students page of the web site.

**Communication:** All communications sent by the instructor will be sent to your TRCC email address so you need to check it regularly as well as Blackboard Announcements to find information about the course or instructions for assignments. All TRCC students are assigned a **TRCC email address** and this is the official way of communication for ALL College related communications, whether it be with TRCC instructors or TRCC administrative offices. The consistent use of the college email enables you to more easily navigate communicating with instructors, and future instructors. You need to use this email account so you don't miss important academic information. Instructions for your TRCC mail may be found on this link:

[http://www.trcc.commnet.edu/Div\\_StudentServices/admissions/Student\\_email.shtml](http://www.trcc.commnet.edu/Div_StudentServices/admissions/Student_email.shtml)

You can also choose to have all your emails **forward** to your **PERSONAL EMAIL ACCOUNT:**

[http://www.trcc.commnet.edu/Div\\_StudentServices/Registrar/documents/studentemail.pdf](http://www.trcc.commnet.edu/Div_StudentServices/Registrar/documents/studentemail.pdf)

You can contact your instructor via Blackboard **email** or via email directly to TRCC email account [marrieta@threerivers.edu](mailto:marrieta@threerivers.edu) . If you would like to have a meeting with your instructor or discuss any academic related matter via chat please request an appointment via email and follow the format

provided in Blackboard. You should include your complete name, information on the course you are currently enrolled and the reason for the meeting.

**Previous knowledge of the Language:** If you believe that your previous knowledge of Spanish could allow you to move forward to the next level course of Spanish, you can discuss your situation with your instructor since it might be possible to receive an override to enroll in a different class. Decisions are made on an individual basis taking into account several factors. Please talk to your instructor to discuss this possibility since in case of transferring some institutions might not grant credits for same level classes already taken at a high-school level. Since college level Spanish and high-school Spanish don't follow the same content distribution and sometimes they have different methodologies, equivalencies are made based on the student's knowledge and amount of years since the class was taken, you need to talk to your instructor to find out the appropriate placement. In general, two years of high-school Spanish are equivalent to one semester of college level Spanish, but this is not always the case, so you need to contact your instructor to find out the best course for you. For questions in regards to this matter, you can also contact Prof. Arrieta at [marrieta@threerivers.edu](mailto:marrieta@threerivers.edu).

**Class methodology:** Some aspects of the class methodology include: communication, student-centered, classes are taught in Spanish (see handout provided), group work, participation, vocabulary, grammar, culture, music, videos, games, movies, online practice, Lab, presentations, homework, etc. These are some key words in Spanish that also are key for the dynamic of the class and for your own success, so please remember them at all times:

**RESPECTO – MOTIVACION – INTERES – ACTITUD – COLABORACION – TAREA(HW)**

**Resources:** Please see the handout provided by your instructor, distributed in all the college and also available in Blackboard to learn all the resources available at TRCC that can help enhance your learning experience. Some include: **Language Lab** (D117), **OLE** (Organization for the Latino-American Experience), Movies, TV, Radio, Library (*short stories and dictionaries*), Internet, Community (Hispanic and non-Hispanic who speak Spanish), etc

## **2. Completion of all ASSIGNMENTS AND EXAMS.**

**Assignments:** The **completion of the material** assigned from the **Textbook, Supersite** and **Blackboard**, such as **Video** assignments, **discussion boards**, homework, **tests, presentations, projects** or **writing assignments** is **required**. You will be provided with instructions and **due dates** for submitting each assignment.

**Exams and Tests:** STUDENTS ARE **REQUIRED** TO TAKE ALL SCHEDULED EXAMS AND TESTS, BOTH ORAL AND WRITTEN, IN ORDER TO PASS THE COURSE. If a student does not complete the oral exams and the final examination, the student will receive a grade of "F" in the course.

Some quizzes or tests scores may show the wrong/correct answers to each question and some may not, **in order to prevent academic dishonesty**. Students are welcome to contact the instructor to discuss and review their tests with the instructor and receive more feedback.

**MISSED ASSIGNMENTS:** Since all your assignments and tests will be submitted in Blackboard and in the Supersite. It's relevant to know about late submissions.

- If assignments are not completed or are completed late the student's grade will be affected. It is at the INSTRUCTOR'S DISCRETION TO RECEIVE OR ACCEPT ASSIGNMENTS AFTER THE DUE DATE.
- Students will receive a grade of 0 (zero) for any assignment missed or not completed.
- If the submission is late. Students will see a 0 (zero) in their assignment until it is graded. Given this would be a late submission, it may take more time to grade. Priority for grading is given to

assignments submitted on time. In order to be fair to other students in the class, points will be deducted from the student's grade for late assignments if the late submission is accepted by the instructor. The instructor's decision will be made on an individual basis, and could be based on the student's overall performance in the class and the given circumstances and situations for the late submission for each individual student.

- It is the student's responsibility to make the necessary arrangements to complete the missed assignments.
- Late submissions will only be accepted within A WEEK of the deadline of each assignment. After that week, late submissions won't be accepted with no exceptions and students will receive no credit for the late submission. Dates are adjusted for Summer and Winter sessions. Please contact your instructor directly to learn about this exception.
- The instructor must be notified in advance by e-mail if the student is under extenuating circumstances and is not able to complete an assignment.

### **Late submissions in the Supersite - Penalty**

The penalty for late submissions on the Supersite is **15%** of the grade and it's individually deducted only for the specific activities that are submitted late. Late submissions will only be accepted within **ONE WEEK** of the missed due date. Students may continue to work during this extra week without any request to the instructor. In order to receive credit, students need to request a grade update via email to the instructor after late activities have been submitted. After that week, late submissions won't be accepted, no exceptions.

### **Late submissions of assignments in Blackboard - Partial credit**

Students may submit assignments late in Blackboard for partial credit. The penalty for late submissions of assignments in Blackboard (such as discussion posts, writing assignments, videos, etc) is **15 points** of the grade. Late submissions will only be accepted within **ONE WEEK** of the missed due date. Students may continue to work during this extra week without any request to the instructor. After that week, late submissions won't be accepted, no exceptions.

### **Tests**

*Pruebas* (Chapter tests) in Blackboard **can't be accessed, completed or re-scheduled after the deadline** so the student will receive a grade of 0 (zero) in all cases. Make sure you plan accordingly to complete your work on time to avoid these situations. There are **NO MAKE-UP options** for Blackboard tests since students will be given enough time to complete them. **All assignments are available since the start of the course.** You won't be able to access your chapter tests after the due date so make sure you don't wait last minute to complete them. **These tests can NOT be re-scheduled.**

**\*\*Please make sure that your computer is working properly before you take each test and that it won't restart, install updates or run out of battery in the middle of the testing process. You need to complete the tests in one sitting so if your computer shuts off, your test may auto-submit. Contact your instructor if you have any technical issues and you can't access your test. Keep in mind that it is the student's own responsibility to use a working computer and good internet connection during testing, so it is at the instructor's discretion to make any exceptions.**

### **Technical difficulties**

In the event that a student experiences technical difficulties while completing an assignment, quiz or test. The student needs to contact the instructor via email immediately to send evidence that the assignment was attempted before the deadline. Also, the student needs to explain the situation in detail and demonstrate that all possibilities to complete the work were covered. Many technical difficulties could happen such as loading issues, internet connection, Blackboard issues, browser not updated, plug-ins not updated, Blackboard not saving answers, screen froze during the test, accidentally exited out of the test

window, etc. Regardless of the technical issue it's the student responsibility to have all the material for the course working well such as a computer, browser or internet connection.

### **End of the semester exception to Make up work**

The instructor may consider an exception at the end of the semester during the designated **"Make up Assignments week"**. This exception allows students to submit **one or two missed assignments** in Blackboard, but only for students that have an average of **B or better** in the course **two weeks prior to the end of the semester**. In order to be considered for an **exception**, students need to **request** this via email two weeks before the last day of classes (not earlier, neither later than that date). Check the academic calendar at TRCC's website to find out the last day of the semester.

The student will be notified by the instructor as to whether the exception to complete a missed assignment, re-open or re-take a specific test or quiz will be made. Tests or quizzes won't be automatically re-opened, students need to request the exception. If students miss to request this exception on the date mentioned, then they won't be able to complete the missed work.

### **Blackboard:**

Make sure you become familiar with the use of Blackboard. You will need to have your

**MyCommnet username and password** with you at all times.

Log in and follow the learning modules in the order presented. Explore all the folders in the **Course content tab**, they contain useful information and resources for the course that will facilitate your learning experience. Most of your assignments, chapter tests, quizzes and the final examination are done in Blackboard so it is very important that you know how to use the software in advance. For more information on Blackboard and for help with computer issues you can access this link:

[http://www.trcc.commnet.edu/Div\\_IT/EducationalTechnology/Student.shtml](http://www.trcc.commnet.edu/Div_IT/EducationalTechnology/Student.shtml)

Navigating Your Course in Blackboard Learn Video:

<http://www.youtube.com/watch?v=GvZt-6bGCic&list=PL4504EA049C1DFFAD>

Please make sure that you watch this 2-minute tutorial before you take a test in Blackboard:

[http://ondemand.blackboard.com/r91/movies/bb91\\_student\\_taking\\_test\\_online.htm](http://ondemand.blackboard.com/r91/movies/bb91_student_taking_test_online.htm)

Instructions on how to submit an assignment in Blackboard:

[http://ondemand.blackboard.com/r91/movies/bb91\\_student\\_submit\\_assignment.htm](http://ondemand.blackboard.com/r91/movies/bb91_student_submit_assignment.htm)

There are lots of information and support links in Blackboard as well.

<b><i>What to do if you have technical issues?</i></b>
<ol style="list-style-type: none"><li>1) Contact Blackboard or Supersite Tech support to receive help. Info below.</li><li>2) Contact your instructor to let her know &amp; keep her updated. Explain in detail.</li></ol>



### **Blackboard Technical Support:**

a. Contact Blackboard support for students, they have a phone line where you can call them. This is the phone number for students: **860-493-0111**

b. Check the Student support website: <https://supportcenter.ct.edu/>

c. Check the Help & Tech support tab in Blackboard.

d. If you have questions you may contact the **IT Department** at TRCC.

e. Connecticut Community Colleges Online Help Desk:

[https://cscu.edusupportcenter.com/sims/helpcenter/common/layout/SelfHelpHome.seam?inst\\_name=cscu](https://cscu.edusupportcenter.com/sims/helpcenter/common/layout/SelfHelpHome.seam?inst_name=cscu)

f. TRCC Support for Distance Learning:

[http://www.trcc.commnet.edu/Div\\_IT/EducationalTechnology/Student.shtml](http://www.trcc.commnet.edu/Div_IT/EducationalTechnology/Student.shtml)



### **Supersite Technical Support:**

a) **Student Tech Support: (800)-248-2813**

Live support hours: Monday–Thursday: 8:00 a.m.–3:00 a.m. Friday: 8:00 a.m.–11:00 p.m.

Saturday: 11:30 a.m.–8:00 p.m. Sunday: 11:30 a.m.–2:00 a.m.

\*All listed times are in the Eastern time zone

b) **Technical Support Home:** <http://support.vhlcentral.com>

c) **Technical Support Email:** [techsupport@vistahigherlearning.com](mailto:techsupport@vistahigherlearning.com)

### **Digication:**

As a student you will maintain an online learning portfolio using a college-designed template in Digication. Through this electronic tool you will have the opportunity to monitor your own growth in college-wide learning. It may even help you determine a major that is best suited to you. You will be able to keep and maintain your learning portfolio after graduation. A Three Rivers General Education Assessment Team will select and review random works to improve the college experience for all. If your work is selected and reviewed for assessment purposes, it will remain anonymous and private. Digication provides a “place” where you will connect your learning from the classroom, college, and life in general. Sometimes when you review all of the work you have done and think about it, you end up learning something different and perhaps unexpected. Please review your course outlines to determine what assignments to upload into the TRCC Digication template and please post your own choices, as well. Have fun in learning!

### **3. WRITING ASSIGNMENTS:**

1. The main purpose of this activity is developing your writing skills in Spanish, reading comprehension and cultural knowledge by regularly practicing the skill and getting feedback by the Supersite and by your instructor. All writing assignments need to be in Spanish.
2. The instructor will announce the assignment, instructions, format and the topic of each assignment.
3. The assignment will be related to topics discussed in class.
4. The level and length at a basic level for writing assignments in Spanish will vary from short and simple sentences (5 to 10) with simple vocabulary at the beginning to longer and more advance vocabulary in higher level courses and paragraph/composition/essay format.

### **Notebook / “Cuaderno”:**

1. In order to gauge the progress students have done throughout the course, students are recommended to compile all the homework and written assignments done during the course; including activities from the textbook, practice sheets, study packs, projects, handouts and packages.
2. It is recommended that you keep track of all the material you cover, all the assignments due, and when you submitted them in case of any technology related issue you may experience. The use of a calendar is strongly recommended. THERE ARE MANY ASSIGNMENTS IN FOREIGN LANGUAGE COURSES SINCE 5 DIFFERENT SKILLS NEED TO BE ASSESSED (reading, writing, speaking, listening and culture) so your own organization is key to your success. You can also use the calendar in Blackboard and create your own notifications.

### **Use of Software for writing assignments:**

It is strongly recommended that you review your written assignments using the Microsoft Office Word grammar and spelling corrector or similar, before you submit your work. Please **DO NOT use online translators** since translations are usually not accurate and it is evident for instructors when a software-based translator has been used on an assignment. You could do so much better than online translators, they usually do not make any sense when the grammar is complex or the vocabulary has more than one possible definition.



**THE USE OF TRANSLATION SOFTWARE CONSTITUTES ACADEMIC DISHONESTY IN THIS COURSE AND WILL IMPLY A GRADE OF ZERO IN YOUR ASSIGNMENT.**

**Academic honesty and plagiarism:**

- Please note that **ALL** written work is expected to be **your own work**, without the help of others. Keep in mind that turning in another's work as your own is considered plagiarism and constitutes academic dishonesty. This inappropriate behavior will be considered especially in relation to texts copied from Internet or done by people other than you.
- You can consult dictionaries and grammar reference sources and use a Spanish spell checker (e.g. with a program such as *Microsoft Office Word*).
- You can NOT turn in a composition that translates your writing from English to Spanish or use *automatic translation devices* from Internet or other sources (machine translation is easily identifiable and usually a bad quality one).
- 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. The instructor reserves the right to award an "F" for the course to the individuals involved.
- Any student found copying during an exam or any other individual piece of work that is to receive a grade will receive a grade of "F" in the assignment.
- If other case of plagiarism occurs, the student will be reported to the appropriate university authorities for whatever action is deemed necessary.

**Save your work:** When you are working on a discussion board post or a writing assignment, make sure you always type your assignments on a **word document** first and **save them to your computer**. Then you can transfer your work by using copy and paste to Blackboard. Once you paste your work you can make the necessary changes to the format. It's important that you have all your documents saved on a folder in your computer in case you are working in Blackboard and something happens with your computer or internet connection. Do not write directly on the discussion board or the textbox since you might lose all your work once you click on submit because of a connection issue. The process of copy and paste is easier and it avoids frustration or wasting more time on re-doing a whole assignment. You should include your pictures in your document as well and also save them in your folder as separate images in case pictures are required for an assignment. You can always include pictures and weblinks in your discussion board posts even if they are not required but to enrich your work.

\* Failure to fulfill any of the categories mentioned above can have a negative impact on your grade.

**Extra-credit projects:** Might be allowed at the instructor's discretion and will be announced, this opportunity will be based on the student's individual performance.

---

GENERAL INFORMATION FOR STUDENTS

---

**Student's rights:** All students in the College have specific rights and responsibilities. You have the right to expect a classroom environment that enables you to learn, including modifications if you have a disability.

**Student's responsibilities:** Your **responsibilities** to this class --and to your education as a whole-- include participation. You are also expected to be honest and honorable in your fulfillment of assignments and in test-taking situations. You have a responsibility to the rest of the class and to the instructor to help create a classroom environment where all may learn. At the most basic level, this means that you will **respect**

**the other members of the class and the instructor**, and treat them with the courtesy you hope to receive in turn.

**Sexual Misconduct Resources and Education:**

<https://www.trcc.commnet.edu/student-services/sexual-misconduct-resources-and-education/>

**Disabilities Statement:** If you have a disability that may affect your progress in this course, please meet with a college Disability Service Provider (DSP) as soon as possible. You can make an appointment with a DSP by calling 860.215.9017. Please note: 1.) For academic adjustments, you will have to provide documentation of your disability to the DSP. 2.) Instructors cannot provide adjustments until you have delivered written authorization (from a DSP) to the instructor. 3.) Adjustments take effect when you deliver your written authorization to the instructor in person (provided there is adequate time for the instructor to make necessary arrangements). 4.) Adjustments do not apply to tests/assignments that were due prior to your delivering written authorization to your instructor in person.

**College Withdrawal Policy / Failing the course:** A student who finds it necessary to discontinue the course must complete a withdrawal form in the Registrar's office. Withdrawals are recorded with a "W". Students who stop attending but fail to formally withdraw are assigned "F" for a grade at the end of the course. This would apply to students who never came to class as well as to those who didn't attend or participate long enough to pass the course and/or didn't submit a sufficient amount of assignments in order to receive a passing grade. If you decide to withdraw, please make sure to make the withdrawal process in a timely matter so you don't receive an F in the class. Make sure that you are aware of the withdrawal due date at the Registrar's office each semester, it is your responsibility to withdraw before the due date.

\*\*\*

**LANGUAGE LAB:**

- You will also find several useful study materials at the **Language Lab in D117**.
- The Language Lab provides a space for tutoring along with 28 computer work stations.
- Sign in every time you use the Language Lab, write your name in the binder on top of the shelf.
- Remember to bring your own headphones or headphone/microphone sets.
- The Language Lab may be used during **Open Lab** times (Spring and Fall semesters). Check the schedule outside the door for available tutoring & support times.

**TUTORING**

- Languages tutors are available at the **Tutoring and Academic Success Center (TASC)** located in C117. Tutoring service is free to students. Check their schedule for each academic session.
- **Teaching Assistants** are also available for tutoring and support with the course, Blackboard and the Supersite. Check their contact information and tutoring hours in Blackboard and also check **Open Lab** times at the Language Lab in D117.

**OLE - Organization of the Latino-American Experience:**

- Participate in the **cultural activities and events** offered by **OLE** at the college. You can come to their meetings and become an active member. You can be part of cultural and academic events: music, art, language, books, games, job, fashion, travel, movies and food. You can get in touch with a new culture and have some fun by sharing "fiestas" together.



- Think also it will look good in a resume to be a member of an organization. This participation can help you develop leadership and teamwork skills to get the job you want for your future. OLE wants to hear your suggestions on activities that interest you like study/travel courses, cultural videos, dinner/dance parties, community help, etc. Look for notices and announcements.
- Contact them via email at: [ole.trcc@gmail.com](mailto:ole.trcc@gmail.com)
- Make sure you mention that you are a member of OLE to your instructor; you may get extra points in your Spanish course.

\*\*\*

---

SUGGESTIONS ON HOW TO STUDY AND LEARN A FOREIGN LANGUAGE

---

**Learning to speak:**

1. **Practice** the language as much as you can.
2. **Imitate** as exactly as you can. Say everything **out loud**. 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.
3. Learn **one concept** at a time. Break up a lesson into small units.
4. **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.
5. **Make full use of class time**. Don't close your mind off when somebody else is responding in class. Recite mentally with him or her and get half the learning job done that way.
6. **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 on chapter 1 because you need them for chapter 2.
7. **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.
8. **Learn to apply the grammatical rules you are learning** rather than learn the rule. If you can't apply them, they are of no use to you.

**Learning to read:**

1. **Read** the assignment twice once for pronunciation and the second time for content. Don't look up every word you don't know. Verbs are the most important words in a sentence, if you know the meaning of the verbs, you can guess the rest.
2. **Read** the whole sentence before you look up a word that you don't know in a paragraph.
3. **Literal translation** from one language to another is not possible in many cases. Learn to read for meaning rather than just translating.
4. **Don't try** to cover the whole assignment in one sitting. Break up the chapter into structures, reread each part and then reread the whole, after that, close the book and recall what you just read.
5. **Don't agonize** over passages you just can't understand. Ask your instructor.
6. **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.

**Other suggestions:**

- Listen to the Spanish **radio** stations or watch the news on the Spanish **TV** channels.
- Listen to **music** in Spanish and try to recognize some words.

- Use the language as often as possible with a classmate, Spanish-Speaking people or by yourself.
- Prepare your own vocabulary **cards** to help you remember, get them at a bookstore or download a free **App** on your phone.
- On TV, select the **audio** in Spanish and/or the subtitles in Spanish to practice listening and reading coordination.
- Enjoy **films** in Spanish with the English subtitles on, you will recognize some vocabulary.

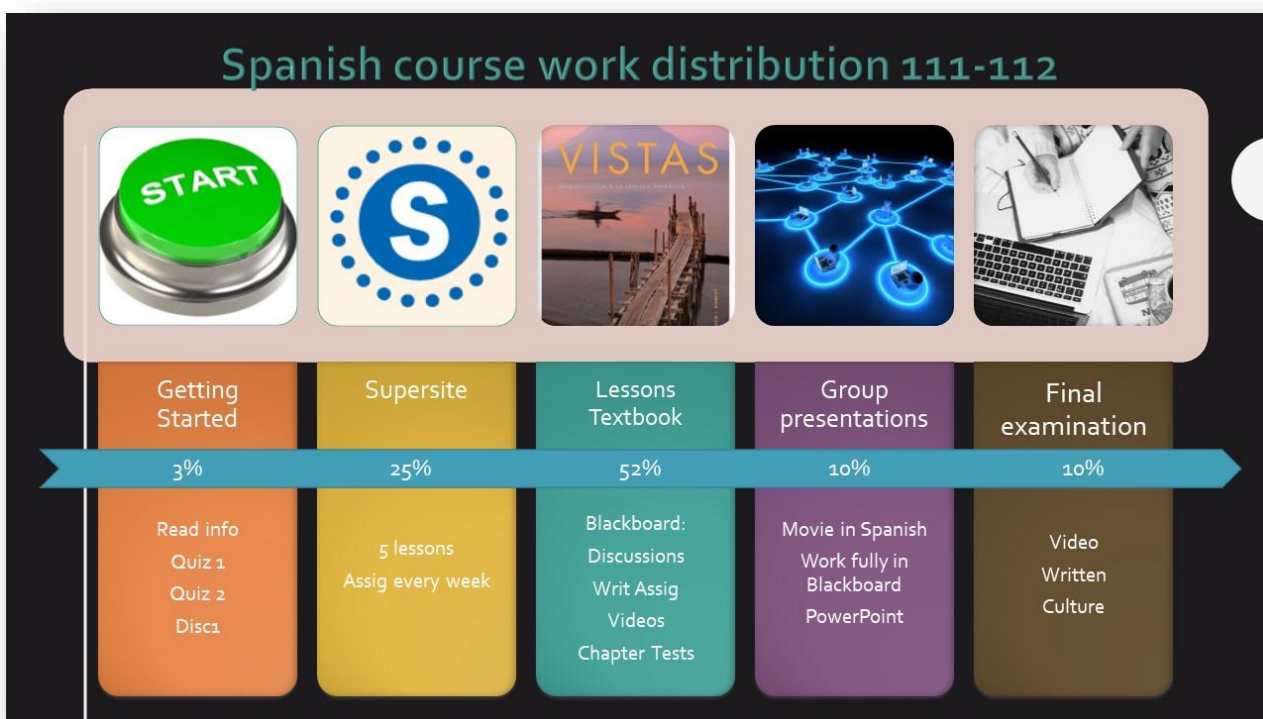
\*\*\*

### COURSE OUTLINE AND SCHEDULE

- Preparation is essential for language learning.
- Complete the activities in the **Supersite** and the assignments in Blackboard. Finally, complete the tests online.
- Remember that language learning is a progressive and integral process that requires continuous revision and recycling of old material.
- All assignments are available in Blackboard. Each assignment will show a **due date**. You need to submit your assignments before the deadline. All deadlines are included in the Schedule of classes.

- **The Supersite provides its own calendar for activities deadlines and it may vary from the Blackboard calendar. Check each calendar for each type of assignment.**

**Course Revisions:** This syllabus has been prepared as accurately as possible, but it could be modified and revised at the discretion of the instructor. Any changes to the course will be announced in Blackboard.



📖 Lecturas culturales - 🌐 Cultura hispana en el mundo - 🎬 Videos - 📖 Literatura - 🎵 Música

Students can access the academic calendar at TRCC website: <http://www.trcc.commnet.edu/>

Lecciones	Temas y Actividades (Las páginas corresponden al Libro de Texto)
<b>Getting Started</b>	<p><b>Introducción al curso:</b> What are you learning? – Where is Spanish spoken? – Why are you learning Spanish? – How should you learn Spanish?</p> <p>Presentación de la clase - Syllabus - Materiales - Metodología - Criterios de Evaluación - Asignaciones - Blackboard</p> <ul style="list-style-type: none"> <li>• <b>Supersite registration</b> (<a href="https://www.vhlcentral.com/">https://www.vhlcentral.com/</a>)</li> </ul>
<b>Lección 1 “Los Saludos”</b>	<p><b>A. Comunicación</b></p> <p>Contexto: los Saludos</p> <p>Pronunciación: el Alfabeto p. 9</p> <p>Gramática: Sustantivos y Artículos (Género: femenino/masculino, Número: singular/plural) pp.12-15</p> <p>Vocabulario: los Números 0-30 pp. 16-18, la Hora pp. 24-27</p> <p>Vocabulario: Cognados pp. 30-31, Animales p. 31</p> <p>Escritura: Escribir en Español, Hacer una lista p. 32</p> <p>Escuchar: Reconocer vocabulario de los saludos</p> <p>Repaso Vocabulario p.38</p> <p>Gramática: Hay... pp.16-18, el Verbo SER y Pronombres personales pp. 19-24</p> <p>Repaso pp. 28-29</p> <p><b>B. Cultura</b></p> <ul style="list-style-type: none"> <li>🎬 Fotonovela: <i>Bienvenida, Marissa</i> pp. 6-7</li> <li>📖 Lectura cultural: <i>Saludos y besos en los países hispanos</i> pp. 10-11</li> <li>🌐 ¿Tú o usted?</li> <li>🌐 Geografía: Los países del mundo hispano y sus capitales, regiones geográficas (MAPAS A59-A62)</li> <li>🌐 <i>Mafalda</i> (Argentina)</li> <li>📖 Comics: <i>Quino</i></li> <li>🎬 Hispanos en Estados Unidos: TV (Univisión y Telemundo) - <i>Anuncio de Mastercard</i> p. 34</li> <li>🎬 Flash cultura: <i>Encuentros en la plaza</i> (Plaza de Mayo Buenos Aires, Argentina) p. 35</li> <li>📖 Panorama Cultural: <i>La población hispana en Estados Unidos y Canadá</i> pp. 36-37</li> <li>🌐 Historia: la Historia del español en Los Estados Unidos</li> <li>🌐 Ciencias Sociales: la población hispana en los Estados Unidos</li> <li>🎵 Música latina en Estados Unidos y artistas internacionales</li> </ul>
<b>Lección 2 “En la universidad”</b>	<p><b>A. Comunicación</b></p> <p>Contexto: En la universidad</p> <p>Vocabulario: la universidad, la Clase y las materias p. 40-41 y 46, Los días de la semana p. 42</p> <p>Pronunciación: Las vocales p.47</p> <p>Gramática: PRESENTE INDICATIVO de VERBOS REGULARES (–AR) pp. 50-51</p> <p>Gramática: Verbo GUSTAR p. 52, la formación de Preguntas y las Palabras interrogativas pp.55-56</p> <p>Definiciones p. 58</p> <p>Vocabulario: los Números desde el 31 en adelante pp. 63-64</p> <p>Gramática: Verbo ESTAR p. 59, Preposiciones p.60, Verbos SER y ESTAR p.61</p> <p>Escritura: Lluvia de ideas (<i>Brainstorming</i>), Descripciones p. 70</p> <p>Escuchar: Reconocer cognados p. 71</p> <p>Repaso Vocabulario p.76</p>

	<p><b>B. Cultura</b></p> <ul style="list-style-type: none"> <li>📺 Fotonovela: <i>¿Qué estudias?</i> pp. 44-45</li> <li>🌐 El Castillo de Chapultepec, México</li> <li>📖 Lectura: <i>La elección de una carrera universitaria</i> p. 48-49, <i>La Universidad de Salamanca</i> p.49</li> <li>🌐 Las universidades hispanas p. 49</li> <li>📖 Lectura: <i>UAM</i>, La Universidad Autónoma de Madrid, España pp. 68-69</li> <li>🌐 <i>La diversidad en el Español</i> (Diversidad)</li> <li>📺 Video TV Clip: <i>Anuncio de Jumbo</i> p. 72 (Navidad en Chile)</li> <li>📺 Flash Cultura: <i>Los estudios</i> - UNAM, Universidad Autónoma de México p. 73</li> <li>📖 Panorama Cultural: <i>España</i> pp. 74-75</li> <li>🌐 Arte: Artistas hispanos (Frida Kahlo, José Gurvich, Pablo Picasso, Xul Solar)</li> <li>🌐 Arquitectura: Dalí, Gaudí</li> <li>🎵 Música española (barroca, flamenco, balada, hip-hop, bakalao, heavy metal, funk, pop)</li> </ul>
<p><b>Lección 3</b> <b>“La familia”</b></p>	<p><b>A. Comunicación</b></p> <p>Contexto: La familia</p> <p>Vocabulario: La familia pp. 78-79, Profesiones y ocupaciones p.79, Adjetivos descriptivos pp.83-84</p> <p>Definiciones p.79</p> <p>Pronunciación: Diptongos y “linking” p.85</p> <p>Vocabulario y Gramática: Adjetivos descriptivos pp.88-90, Nacionalidades p.89</p> <p>Gramática: los Adjetivos posesivos p. 93, PRESENTE INDICATIVO de VERBOS REGULARES (–ER / –IR) pp. 96-97</p> <p>Gramática: Verbos TENER y VENIR pp. 100-101, Expresiones con el verbo TENER p.101</p> <p>Escritura: Usar mapas de ideas, Mensaje electrónico (E-mail) p. 108</p> <p>Escuchar: Solicitar que se repita cuando no se entiende p. 109</p> <p>Repaso Vocabulario p.115</p>
	<p><b>B. Cultura</b></p> <ul style="list-style-type: none"> <li>📺 Fotonovela: <i>Un domingo en familia</i> p.82-83</li> <li>📖 Lectura: <i>¿Cómo te llamas?</i> p.86 - Los nombres en el mundo hispano</li> <li>🌐 Ciencias Sociales: La familia hispana y los miembros que la componen p. 87</li> <li>📖 Lectura: <i>La familia real española</i> p.87</li> <li>🌐 Opinión: estar de acuerdo y no estar de acuerdo p. 92</li> <li>🌐 Ciencias Sociales: Nacionalidades - Los orígenes y la Inmigración - ¿Hispano o latino? - Los estereotipos</li> <li>📺 Estudios sobre la mujer (Women Studies): La mujer hispana de hoy, desafíos y cambios</li> <li>📖 Lectura: <i>Gente... Las familias</i> pp.106-107 (Identificar el significado a partir del contexto)</li> <li>🌐 Sociología: El rol de los abuelos en la familia hispana p. 110</li> <li>📺 Película corta (Short film): <i>Tears &amp; Tortillas</i> p. 110</li> <li>📺 Flash Cultura: <i>La familia</i> p. 111 (Las reuniones familiares)</li> <li>📖 Panorama Cultural: <i>Ecuador</i> pp. 112-113</li> <li>🎵 Música del Ecuador (andina, pasillo, sanjuanitos, techno, rock, pop)</li> </ul>
<p><b>Lección 4</b> <b>“Los Pasatiempos”</b></p>	<p><b>A. Comunicación</b></p> <p>Contexto: Los Pasatiempos</p> <p>Vocabulario: los Deportes y los pasatiempos pp. 116-117, Los lugares en la ciudad p.118</p> <p>Escuchar: Los acentos p.123</p> <p>Gramática: Verbo IR p.126, los VERBOS CON CAMBIO DE RAÍZ pp. 129-133, las Películas p.135</p> <p>Escritura: Usar un diccionario, Escribir un folleto p.144</p>

	<p>Escuchar: Comprender la idea general (Gist) p.145 Gramática: VERBOS IRREGULARES (tener, venir, decir - hacer, poner, salir, suponer, traer - ver, oír) pp. 136-137 Repaso Vocabulario p.150</p>
	<p><b>B. Cultura</b></p> <ul style="list-style-type: none"> <li>📖 Fotonovela: <i>Fútbol, cenotes y mole</i> pp.120-121 (Hacer invitaciones y planes)</li> <li>📖 Lectura: <i>Real Madrid y Barça: rivalidad total</i> p.124</li> <li>📖 Lectura: Atletas importantes en el mundo hispano: Lionel Messi, Lorena Ochoa y otros p.125</li> <li>🌐 Los deportes en el mundo hispano p. 125</li> <li>📖 Lectura: <i>No sólo el fútbol</i> pp. 142-143 (Predecir contenido a partir de los elementos visuales)</li> <li>🌐 Los deportes populares en los países hispanos pp. 142-143</li> <li>🎵 La música hispana</li> <li>🌐 Los artistas famosos hispanos en el cine norteamericano</li> <li>📺 Video TV Clip: <i>Anuncio de Totofútbol</i> p.146 (El fútbol en los países hispanos)</li> <li>📺 Flash Cultura: <i>Fútbol en España</i> p.147</li> <li>🌐 Sociología: La rivalidad entre equipos de fútbol en los países hispanos p. 146</li> <li>📖 Panorama Cultural: <i>México</i> pp.148-149</li> <li>🎵 Música mexicana (mariachi, ranchera, bolero, norteño, ska, rock, alternativa, pop, electrónica, folk)</li> </ul>
<b>Lección 5 "Las vacaciones"</b>	<p><b>A. Comunicación</b></p> <p>Contexto: Las vacaciones Vocabulario: Las vacaciones (En la agencia de viajes, aeropuerto, hotel y playa) pp.152-153, Las estaciones, los meses del año, la fecha p.154, El tiempo/clima p.154, Números ordinales p.155 Pronunciación: Las letras b y v en Español p.161, Adjetivos que describen condiciones/estados y emociones p.164 Gramática: Verbo ESTAR en las condiciones/estados y emociones p.164 Gramática: El PRESENTE PROGRESIVO pp.166-167 Escritura: Hacer un bosquejo o resumen, Mapas de ideas, Escribir un folleto p.182 Escuchar: Identificar palabras o frases clave p.183 Gramática: Verbos SER y ESTAR pp.170-171, El objeto directo y sus pronombres pp.174-175 Repaso Vocabulario p.187</p>
	<p><b>B. Cultura</b></p> <ul style="list-style-type: none"> <li>📖 Fotonovela: <i>¡Vamos a la playa!</i> pp.158-159 (Describir el hotel y las emociones)</li> <li>📖 Lectura: <i>Las cataratas del Iguazú</i> (Argentina) p.162</li> <li>🌐 Viajes y turismo: Destinos turísticos populares en el mundo hispano p.163</li> <li>🌐 Geografía: <i>Punta del Este</i> (Uruguay) p.163</li> <li>📖 Lectura: Examinar/ Ojear un texto por información específica p.180</li> <li>🌐 Lectura: <i>Turismo ecológico en Puerto Rico</i> pp.180-181</li> <li>📺 Video TV Clip: <i>Reportaje sobre Down Taxco</i> p.185 (Deportes extremos en Latinoamérica)</li> <li>📺 Flash Cultura: <i>¡Vacaciones en Perú!</i> p.185</li> <li>🌐 Historia: El Imperio Inca en Perú p.185</li> <li>📖 Panorama Cultural: <i>Puerto Rico</i> pp.186-187</li> <li>🎵 Música puertorriqueña (Salsa, reggaetón, bomba y plena)</li> </ul>
<b>Presentations - Final examination</b>	<ul style="list-style-type: none"> <li>• <b>Culture group presentations</b> 1-2 (Instructions are provided in Blackboard - All Online)</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Final examination:</b> Video or Oral Exam - Written portion - Integrated Culture test</li> </ul>



### Schedule of classes

Please see the schedule of classes in the next pages for all deadlines in this course. It is strongly recommended that you download and print this calendar to keep with your course papers.



Schedule of classes & assignments - Spanish 111  
 Fall 2018 - 30318 & 30319 - online



## September

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Aug/28	Aug/29	Aug/30	Aug/31	1
		-Welcome -Resources Tab -Getting Started			- Quiz Course Policy Info due - Quiz Getting Started due	
2	3	4	5	6	7	8
	Lesson 1 begins		- Discussion 1 due			
9	10	11	12	13	14	15
Supersite Lec1 due					Lesson 1 Assignments due: -Discussion 2 -Writing Assign 1 -Video 1	
16	17	18	19	20	21	22
Supersite Lec1 due	Lesson 2 begins		Lesson 1 Tests due: - Prueba 1 - Prueba 2			
23	24	25	26	27	28	29
Supersite Lec2 due					Lesson 2 Assignments due: -Discussion 3 -Writing Assign 2 -Video 2	

## October

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sept/30	1	2	3	4	5	6
Supersite Lec2 due	Lesson 3 begins		Lesson 2 Tests due: - Prueba 3 - Prueba 4			
7	8	9	10	11	12	13
Supersite Lec3 due					Lesson 3 Assignments due: -Discussion 4 -Video 3	
14	15	16	17	18	19	20
Supersite Lec3 due	Lesson 4 begins		Lesson 3 Tests due: - Prueba 5 - Prueba 6			

<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
Supersite Lec4 due					Lesson 4 Assignments due: -Discussion 5 -Writing Assig 3 -Video 4	
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			
Supersite Lec4 due	Presentation 1 Work Starts		Lesson 4 Test due: - Prueba 7			

## November

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
	Lesson 5 begins				Presentation 1 due	
11	12	13	14	15	16	17
Supersite Lec5 due					Lesson 5 Assignments due: -Discussion 6 -Writing Assign 4	
18	19	20	21	22	23	24
Supersite Lec5 due			Lesson 5 Test due: - Prueba 8			
25	26	27	28	29	30	
	Presentation 2 Work Starts				Final Examination due: - Final Exam Video - Written portion of Final Exam Video - Integrated Culture Test	

## December

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4	5	6	7	8
					Presentation 2 due	
9	10	11	12	13	14	15
	- Make up Assig week (Rules on syllabus)				Final Grades	