SPN 1120, Section 523, 4 credits

Beginning Spanish I

Fall 2014, Room B224

MW: 11am-12:50pm

Revised: 9/6/14

Instructor: Roberto Jiménez-Arroyo, M.A.

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Office: B218

Office Telephone: 941-359-4269

Office Hours: Monday and Wednesday: 10am-11am / Tuesday and Thursday: By Appointment.

Prerequisite: None.

Course Description: The focus of SPN 1120 is the development of communicative abilities in speaking, reading, writing, and comprehension of Spanish at the Novice-Mid+ level, in order to increase the student's ability to engage in basic conversations in Spanish about familiar topics, mostly in the present tense. Students should also be able to demonstrate a general knowledge and understanding of general cultural facts and practices in the Spanish-speaking World.

Class activities and assignments geared towards the acquisition of basic vocabulary and grammar skills in Spanish, along with extra practice through the use of the online lab component, will provide students with opportunities to communicate basic ideas in Spanish, mostly in the present tense. The course focuses on the development of the four communication skills in Spanish: reading, writing, listening and speaking. Upon successful completion of the course, students should acquire or surpass Novice-Mid level competence in reading, speaking, listening and writing in the target language.
**COURSE TOPICS:** This course will cover the following content areas of expression and culture in Spanish:

1. Greetings, Introductions and Farewells
2. Use of the verb SER
3. Personal descriptions
4. Counting
5. Telling Time and Dates
6. Identify gender and number
7. Use of the verb ESTAR
8. Talk about present and future actions
9. Asking questions
10. Indicating possession
11. Expressing likes and dislikes
12. Talking about knowing facts, skills, people and places
13. Giving commands to people one knows well

**COURSE STUDENT LEARNING OUTCOMES:** Upon completion of SPN 1120, students should be able to perform the following tasks in Spanish:

- provide basic personal information about themselves, their family, their friends, their classmates and their communities and using words, phrases, and memorized expressions
- describe physical and emotional states and conditions
- express likes and dislikes
- talk about daily activities at work, home and school
- tell time and give dates
- understand some everyday words, phrases and questions related to themselves, their personal experiences, and their surroundings
- understand words, phrases, and simple sentences in the present tense
- answer basic questions about themselves and their immediate surroundings
- talk about important cultural facts of the Spanish-speaking World

Because language learning builds on skills, sometimes the schedule of assignments must be modified to spend more time on subjects that are posing challenges. If a change in the schedule is necessary, the instructor will notify the students both in class and by email about the changes, and will post a revised version of the syllabus on CANVAS.

**Text and Materials:** ¡Con Brío! Beginning Spanish, by Lucas Murillo & Dawson. 3rd Ed. (The package comes with access to WileyPlus, an online Spanish lab).

**CANVAS USE:**
The class syllabus is posted in Canvas, an online course management system. In this class Canvas will be used for file sharing and for communication between instructor and students, as well as among students.
Information on how to use Canvas is available at: [http://usfsm.edu/e-learning-services/student-resources/](http://usfsm.edu/e-learning-services/student-resources/)

**Cell Phone and Laptop/Tablet Policy**
A student’s cell phone must not be a distraction to the student, his or her fellow students, or the instructor. The course instructor requires that the cell phone be put on mute or vibrate mode so that the noise of the phone does not become an interruption. Cell phones must be turned off during test and should not be taken out for ANY reason whatsoever. NO TEXTING OR PLAYING WITH PHONES DURING THE COURSE OF THE CLASS!!!! The use of laptops or tablets is allowed exclusively for class purposes, and they must be put away whenever the instructor indicates so.
**Placement:** It is possible to exempt SPN 1120 through a placement test. The placement test assesses the student’s skills level to indicate the appropriate class for the student to enter. By taking the placement test, students can avoid spending time, effort, and money on unnecessary classes.

**Grades:** Grades will be determined according to this formula:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation, Classwork and Homework (WileyPlus)</td>
<td>25%</td>
</tr>
<tr>
<td>ENTREVISTA</td>
<td>10%</td>
</tr>
<tr>
<td>PRUEBA (5)</td>
<td>50%</td>
</tr>
<tr>
<td>PRESENTACION</td>
<td>15%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
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</tbody>
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**Grading Scale:**

100-97: A+/ 96-93: A/92-90: A-

89-87: B+/ 86-83: B/83-80: B-

79-77: C+/ 76-73: C/ 72-70: C-

69-67: D+/ 66-63: D/ 62-60: D-

59-0: F

**Disclaimer:** Grades are neither curved nor rounded up and extra credit is not offered on an individual basis. Opportunities for extra credit will be announced in class.

**ATTENDANCE:** Attendance is an essential factor for success in this class. It will be taken immediately after each class starts, and it will be taken into consideration when calculating your Class Participation grade. Anything above 3 unexcused absences will be considered poor attendance. Also, please consider this: THERE WILL BE NO MAKE UPS FOR ANY EXAMINATIONS, PROJECTS, HOMEWORKS OR CLASSWORK UNLESS THE STUDENT PROVIDES THE INSTRUCTOR WITH VALID DOCUMENTATION (MEDICAL NOTE, NOTE FROM WORK, REPAIR SHOP BILL, ETC.) ON THE DAY S/HE COMES BACK TO CLASS. Students are completely responsible for whatever material covered in class they happen to miss. Also, students that need to be absent on certain date because of religious reasons must notify the instructor during the first week of class.

**Drop/Add Policy:** With one exception, the instructor cannot add or drop students. The instructor will drop any students who, without previous arrangement, fail to attend the first class meeting. During open registration and the first week, students are able to add the course if it is not full. After the first class meeting, students are responsible for officially dropping any course for which they have enrolled.

**Withdrawal deadlines:** No exceptions to these deadlines are granted.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
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<tbody>
<tr>
<td>August 29th</td>
<td>Last day to drop without a grade</td>
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<tr>
<td>November 1st</td>
<td>Last day to drop with a &quot;W&quot;</td>
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</tbody>
</table>
**CLASS PARTICIPATION:** Students enrolled in this course are expected to volunteer responses to the instructor’s questions, demonstrate preparation for class by contributing to class discussions, and offering constructive comments and questions. Class participation points are based the instructor’s observation of a student’s willingness to:

- attend class regularly (less than 3 unexcused absences)
- participate in class discussions and peer group work
- turn in the online homework on time
- respond when called upon
- ask pertinent questions
- make meaningful contributions to the class

**CONDUCT:** Students are expected to behave appropriately, showing respect to their instructor and their classmates. Any rude or disrespectful behavior towards classmates or professor, use of cell phones, eating, computer activities not related to the class, coming late to the class or leaving early, talking while classmates or the professor is speaking will not be tolerated. The expectations for student behavior are based on the Student’s Code of Conduct, which can be accessed here: [http://generalcounsel.usf.edu/regulations/pdfs/regulation-usf6.0021.pdf](http://generalcounsel.usf.edu/regulations/pdfs/regulation-usf6.0021.pdf). No violations to the Code will be tolerated. (SEE ACADEMIC DISRUPTION)

**Examinations:** Students will take 5 “pruebas” (tests). Each one of them is a written assessments based on the material of one chapter. Prueba #5 will be taken during final exam week, and will be based on selected topics from Chapters 1-4.

- Tentative Examination Dates:
  - Prueba 1- September 22\(^{nd}\)
  - Prueba 2- October 13\(^{th}\)
  - Prueba 3- October 29\(^{th}\)
  - Prueba 4- November 19\(^{th}\)
  - Prueba 5- December 8\(^{th}\)

**WileyPlus and other Homework:** In order to reinforce classroom learning, it will be necessary for you to study the lesson ahead of time and work on exercises assigned as homework by the instructor. **NO late homework will be accepted.** Students will also work on and submit answers for assigned online exercises through WileyPlus (the instructions to log in have posted on Canvas, under Modules).

**Entrevista:** Students will participate in an in-person interview IN SPANISH with the instructor. Students will be assessed on their ability to sustain a short conversation on topics discussed in class while using the structures and functions practiced in the course. More details about each “entrevista” will be given throughout the semester. The class will be divided in half, and students will be interviewed on one of these two days:

- Entrevista (Group 1): October 29\(^{th}\) (After Prueba 3)
- Entrevista (Group 2): November 3\(^{rd}\)

**Presentation:** Students will work on a presentation in Spanish about a topic the instructor will assign later in the semester. The presentations will be on November 24\(^{th}\) and December 1\(^{st}\). Students will receive a document with all the guidelines and instructions needed to perform this task. The presentation will count for 15% of the final grade.

**Expectations:** Students are expected to come to class prepared, to thoughtfully contribute to class activities, to be on time, to attend regularly and to seek assistance when needed. In the event that it is necessary to miss class, it is the responsibility of the student to find out what was covered and to learn the appropriate material. Please refer to the attendance portion of this syllabus to review the attendance policy. Students can expect the instructor to come to class well-prepared, to be available during office hours (or by appointment)
and to return graded materials as promptly as possible. Classes will be designed so that students hear and use Spanish primarily, with English used only as a point of reference, if necessary.

**USF Sarasota-Manatee Policies and Procedures**

### Religious Observances
The University recognizes the right of students and faculty to observe major religious holidays. Students who anticipate the necessity of being absent from class for a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second week of classes.


### Disabilities Accommodation
Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Disability Coordinator: 359-4714; disabilityservices@sar.usf.edu; http://www.usfsm.edu/students/disability/

### Academic Dishonesty
The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Please be sure to review the university’s policy in the USFSM Undergraduate Catalog or USFSM Graduate Catalog and the USF Student Code of Conduct.

Undergraduate: http://www.sarasota.usf.edu/Academics/Catalogs/
Graduate: http://www.sarasota.usf.edu/Academics/Catalogs/
USF Student Code of Conduct: http://www.sa.usf.edu/srr/page.asp?id=88

### Academic Disruption
The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the USFSM Undergraduate Catalog or USFSM Graduate Catalog and the USF Student Code of Conduct.

Undergraduate: http://www.sarasota.usf.edu/Academics/Catalogs/
Graduate: http://www.sarasota.usf.edu/Academics/Catalogs/
USF Student Code of Conduct: http://www.sa.usf.edu/srr/page.asp?id=88

### Contingency Plans
In the event of an emergency, it may be necessary for USFSM to suspend normal operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Blackboard/Canvas, Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Blackboard/Canvas site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency.

### Emergency Preparedness
It is strongly recommended that you become familiar with the USF Sarasota-Manatee Emergency Action Plan on the Safety Preparedness site http://www.sarasota.usf.edu/facilities/SafetyPreparedness.php
Fire Alarm Instructions
At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated.

Web Portal Information
Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Blackboard/Canvas course information via that address. Therefore it is the student’s responsibility to check their USF email regularly.

Instructor Copyright
Students may not sell notes or other course materials.

Academic Support Services
Information Commons provides students with individual and group study spaces, computers, printers, and various media equipment for temporary use. Information Commons is staffed with a librarian, learning support faculty, tutors, and technology and e-learning specialists. Students challenged by the rigors of academic writing, mathematics, or other course content are urged to contact their professors early in the semester to chart out a plan for academic success, and/or regularly use the tutoring services provided by the Learning Support Services, which are provided at no cost to students.
The following schedule is TENTATIVE, which means that it may be adjusted or amended as the instructor deems necessary.

<table>
<thead>
<tr>
<th>Semana (Week)</th>
<th>Clase</th>
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<tbody>
<tr>
<td>August 25(^{th}) &amp; 27(^{th})</td>
<td>Introducción/Capítulo 1</td>
</tr>
<tr>
<td>September 1(^{st}) &amp; 3(^{rd})</td>
<td>No Class Monday (Labor Day) / Capítulo 1</td>
</tr>
<tr>
<td>September 8(^{th}) &amp; 10(^{th})</td>
<td>No Class Monday (Professor is sick)/ Capítulo 1</td>
</tr>
<tr>
<td>September 15(^{th}) &amp; 17(^{th})</td>
<td>Capítulo 1</td>
</tr>
<tr>
<td>September 22(^{nd}) &amp; 24(^{th})</td>
<td>Prueba 1/ Capítulo 2</td>
</tr>
<tr>
<td>September 29(^{th}) &amp; October 1(^{st})</td>
<td>Capítulo 2/ NO CLASS WEDNESDAY- PROFESSOR IN A CONFERENCE</td>
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<tr>
<td>October 6(^{th}) &amp; 8(^{th})</td>
<td>Capítulo 2</td>
</tr>
<tr>
<td>October 13(^{th}) &amp; 15(^{th})</td>
<td>Prueba 2/Capítulo 3</td>
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<tr>
<td>October 20(^{th}) &amp; 22(^{nd})</td>
<td>Capítulo 3</td>
</tr>
<tr>
<td>October 27(^{th}) &amp; 29(^{th})</td>
<td>Capítulo 3/Prueba 3/Entrevistas</td>
</tr>
<tr>
<td>November 3(^{rd}) &amp; 5(^{th})</td>
<td>Entrevistas/ Capítulo 4</td>
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<tr>
<td>November 10(^{th}) &amp; 12(^{th})</td>
<td>Capítulo 4</td>
</tr>
<tr>
<td>November 17(^{th}) &amp; 19(^{th})</td>
<td>Capítulo 4/ Prueba 4</td>
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<tr>
<td>November 24(^{th}) &amp; 26(^{th})</td>
<td>Presentaciones (Grupo 1)/THANKSGIVING BREAK</td>
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<tr>
<td>December 1(^{st}) &amp; 3(^{rd})</td>
<td>Presentaciones (Grupo 2) / Review Day</td>
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<tr>
<td>December 8(^{th})</td>
<td>Prueba 5 (Cumulative Final Exam)</td>
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