**Course Name:** SPAN 1311  
**Course Section:** 004

**Meeting Days/Times:** MTWR 2:00-3:55  
**Building/Classroom:** OCNR 222

**Professor:** Maria Mata  
**E-mail:** maria.mata@tamucc.edu

**Office Location:** CCH 216  
**Office Hours:** T, R 12:45-1:45 PM  
Or by Appointment

**Textbook:**  
Puntos de partida, 10th edition (required). (Textbook and “Connectspanish” program required)

**Course Description**  
This course is designed specifically for students with no previous knowledge of Spanish. It is aimed at developing listening, speaking, reading and writing skills—from the most basic notions to more elaborated ones—within a Spanish cultural framework. The student will develop the ability to function in natural contexts, convey and understand messages with reasonable accuracy, and carry on a simple conversation in Spanish.

**Spanish Student Learning Outcomes:**  
At the end of this course students will demonstrate basic level ability to:

- communicate in a range of situations.
- understand and use a variety of vocabulary in different situations.
- understand and respond to oral and written material.
- demonstrate an awareness of cultural elements and understand their role in communication.

**Attendance.** Regular attendance and active participation are vital in learning a foreign language. To better understand linguistic concepts and practice them in a supportive environment, you must be in class. You are expected to attend all classes, unless you have a properly documented excuse. Absences, tardiness or leaving class early will affect your academic performance and your final grade. After the second unexcused absence, and for every unexcused absence thereafter, you will lose 3 points (i.e., 3%) from your final average grade. Two late arrivals or leaving class early will equal ONE unexcused absence. Remember: Absences do not exempt you from material covered, assigned or due in class during your absence. Furthermore, it is your responsibility to provide written documentation no later than one (1) week after your absence(s) to be excused and permitted to make up missing work. Please, keep track of your absences and tardiness.
**Participation.** Participation is essential to the language learning experience. To maximize your oral proficiency, prepare before coming to class. Complete the “Connect” exercises, review the assignment for the day, and volunteer in class. A positive attitude and your willingness to participate are key. Participation in class is evaluated by your level of engagement displayed in class, the general knowledge of the material discussed, and the accuracy of your linguistic performance.

*Remember:* errors are intrinsic to the learning process; take a chance and participate.

**Weekly “connectspanish” Assignments.** You will complete your weekly assignments via McGraw Hill Connect (MGHC). MGHC is a web-based assignment and assessment platform that helps you connect to the coursework assigned by your instructor. It will consist of exercises related to what we do in class, such as writing and listening comprehension exercises. You may complete these assignments, at your own pace, as long as you finish them by Sunday at 10:59 PM. Students must complete all lab assignments through Blackboard (Bb9.tamucc.edu). For more information about the operation of MGHC ask your instructor.

**Composition/Oral Presentation.** During the semester you will be asked to pair up with a classmate and write a dialogue (number of words TBD by your professor) in Spanish. For your oral presentation, you and your classmate will perform the Spanish dialogue during class time. For a more detailed description of the composition guidelines, see addendum # 2.

→No late work will be accepted without previous arrangements with your instructor**

**Objective:** Both the written and the oral components of this assignment are designed to put into practice the concepts taught, reviewed and practiced during the semester. You are expected to use only the concepts covered in class up to the time of this assignment. **Exams.** Exams are an important part of your learning progress in class. These examinations give you an opportunity to assess your understanding of language concepts and to identify areas of difficulty. You will have two major exams during the semester (see attached "Programa del curso" for exam dates). No make-ups will be given under any circumstance, unless previously arranged with the instructor.

**Miscellaneous.** Please reduce unnecessary distractions to the minimum. **No EATING is allowed in class,** CELL PHONES must be set on vibration mode and put away. Also, LAPTOP users must sit in the front row. Visitors are not allowed in class, unless permitted by the professor in advance. Students are expected to follow the Student Code of Conduct as described by the University Student Handbook and to have an amicable and respectful attitude towards their instructor, language lab staff and fellow students.

*Do not wait for this class to become unmanageable. Meet with your instructor and seek the tutor’s help as soon as possible.*

**Course Evaluation System: Grade Distribution**

- Participation…………………………………….. 20 pts. 90 -100 =  A
- Weekly Lab Assignments /Tareas/Connect …….. 20 pts. 80 - 89 =  B
- Composition/Oral Presentation ………… 20 pts. 70 - 79 =  C
- Exams (2)……………………………………… 40 pts. 60 - 69 =  D
- Total:…………………………………………… 100 pts. 59 & below=  F
IMPORTANT INFORMATION

SUMMER I 2017

Dates to remember:

May 30  Classes begin
May 31  Last day to register or add a class
June 16  Last day to drop a class
June 28  Last day to withdraw
June 28  Last day of classes
June 30  Summer Session I final examinations
June 30  Last day to apply for Summer graduation
July 5  Summer I grades Due

ACADEMIC ADVISING

The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. Degree plans are prepared in the CLA Academic Advising Center. The University uses an online Degree Audit system. Any amendment must be approved by the Department Chair and the Office of the Dean. All courses and requirements specified in the final degree plan audit must be completed before a degree will be granted. The CLA Academic Advising Office is located in Driftwood #203. For more information please call 361-825-3466 or log onto http://www.tamucc.edu/~aac.

DISABILITY SERVICES

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall, Room #116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

GRADE APPEALS

As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures (available at http://academicaffairs.tamucc.edu/rules_procedures/assets/13.02.99.C2.01_student_grade_appeal_procedure.pdf). For complete details on the process of submitting a formal grade appeal, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s Office.
ASSIGNMENTS/TAREAS

**Description.** Weekly “Connect” Assignments (Tareas) are to be completed every week, to the best of your ability. These assignments are an important part of your coursework, not only because they represent 20% of your grade, but also because they help you study, give you the necessary practice to understand the class material and strengthen your overall proficiency in the language.

*Students must complete all lab assignments through Blackboard (Bb9.tamucc.edu).*

1. **Tutoring services.** Information provided by instructor.

2. **Computer proficiency skills.** The completion of “Connect” assignments requires that you have a minimum of computer proficiency skills. If you don’t know how to operate a computer, please consult with the Student Computer Help Desk for one-on-one tutorial help.

3. **Completion dates.** The completion dates for each assignment are very clear on your syllabus. You have a full week to complete an assignment. Your weekly lab assignment MUST be completed by Sunday at 10:59 PM and the assignment completion results recorded on Monday. Only in extreme circumstances, may you complete an assignment for credit. Your instructor must evaluate and approve your situation, then consult with the First Year Coordinator.

4. **Material covered by assignments.** Weekly “Connect” assignments are based on material covered and practiced in class during the week, so you should be familiar with the exercises. If you have problems understanding the material (and consequently the exercises), do not keep it to yourself; discuss it with your instructor. S/he may need to refer you to the tutor for extra help.

**Helpful Websites:** The following websites have been provided to assist you in finding additional information and practice.

- studyspanish.com
- donquijote.org
- dummies.com
- musicalspanish.com
- spanishspanish.com
- Trinity.edu/mstroud/grammar
- Colby.edu/~bknelson/SLC/index.php
- Drlemon.net/grammar
- Lingolex.com
- Spaleon.com
- 123teachme.com
- diccionario.reverso.net

→ This program has been designed to help you learn Spanish in a natural and relaxed class environment. It requires your best effort and disposition. Above all, it is meant to be a fun activity that can teach you a useful skill, while you learn the language and its diverse culture.
Description:
During the semester you will be asked to pair up with a classmate and write a dialogue (number of words TBD by your professor) in Spanish. For your oral presentation, you and your classmate will perform the dialogue during class time.

➔ No late work will be accepted without previous arrangements with your instructor**

Objective:
Both the written and the oral components of this assignment are designed to put into practice the concepts taught, reviewed and practiced during the semester. You are expected to use only the concepts covered in class up to the time of this assignment. To avoid any confusion, please adhere to the following guidelines:
  o Write your dialogue entirely in Spanish.
  o Please make sure that both you and your classmate have an equal amount of speaking time.
  o It must be typed, double spaced and w/one inch margins on all sides. Use Times New Roman font—size 12
  o Use structures, tenses and vocabulary learned in class only
  o Avoid using online translators and/or friends

Guidelines:
  a. Written component: Your work should be evidence of your performance in class. Please write it by yourselves, and at your own level. No more will be expected of you. Should your work not coincide with your overall performance in class, your instructor will suspect the use of outside help, such as online translators or Spanish-speaking proofreaders, and you will be asked to rewrite your dialogue. To avoid complicating the writing process, do not write it in English and then translate into Spanish. There are many concepts and expressions that do not translate literally between the two languages. Once again, stick to simplicity. Use grammar and vocabulary covered in class, in short, basic sentences. Keep in mind that you will have to perform your dialogue.
  b. Oral Presentation component: Practice, practice and then practice some more! Although this part of the assignment might seem daunting, there is no need to stress about it. Avoid overly long or complicated sentences, since they will be more difficult to memorize and repeat. Stick to simplicity! If you do forget a word (or two) while you are performing your dialogue, don’t stop. Just carry on! Remember that your goal in this part of the assignment is to demonstrate how well you can communicate in basic Spanish.

➔ Keep it simple, at your level, and write it yourself**

Dialogue Topic: TBD by your instructor.

Language Laboratory Resources:
The Foreign Language Lab offers state of the art equipment with the latest multimedia resources. Students are encouraged to visit the language lab in Corpus Christi Hall #216 and/or use the virtual language lab any time from home. We encourage you to visit, become familiar and take advantage of the resources available to enhance your learning experience.
Semana | En clase | Tarea (CONNECT)
--- | --- | ---
Semana 1 | Orientations | TAREA #1
mayo 30 - junio 1 | Información del curso | (vence 4 de junio a las 10:59 p.m.)
martes | Capítulo uno |  
VOCABULARY  
Greetings and courtesy | 4
miércoles | Describing yourself | 9
Capítulo uno | GRAMMAR  
Numbers 0–30 | 13
jueves | Likes and dislikes | 15
Telling time | 17
CULTURAL FOCUS  
The Spanish-speaking world
Semana 2 |  
junio 5-8 |  
lunes | Capítulo dos |  
VOCABULARY  
Campus vocabulary | 28
Academic subjects | 30
martes |  
Capítulo tres |  
VOCABULARY  
Words for family members | 62
Numbers 31–100 | 64
Adjectives | 66
GRAMMAR  
Using adjectives | 69
The verb ser | 75
Expressing ownership | 80
miércoles |  
Capítulo tres |  
Verbs ending in -ar | 41
Capítulo tres:  
Verbs ending in -er and -ir | 83
CULTURAL FOCUS  
México and its cultures
jueves |  
Capítulo dos |  
Verbs ending in -ar | 41
Capítulo cuatro:  
VOCABULARY  
Clothing and colors | 100, 103
Numbers from 100 on | 105
<table>
<thead>
<tr>
<th>Semana 3</th>
<th>En clase</th>
<th>Tarea (CONNECT)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>lunes</strong></td>
<td><strong>GRAMMAR</strong></td>
<td><strong>TAREA #3</strong></td>
</tr>
<tr>
<td></td>
<td>Using words like <em>this</em> and <em>that</em> 110 (vence 18 de junio a las 10:59 p.m)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expressing actions and states with additional verbs 114</td>
<td></td>
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<tr>
<td></td>
<td><strong>CULTURAL FOCUS</strong></td>
<td></td>
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<tr>
<td></td>
<td>Guatemala and Honduras and their cultures</td>
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<td><strong>MIDTERM REVIEW (MONDAY)</strong></td>
<td></td>
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<tr>
<td></td>
<td><em>Si hay tiempo: Go over Composition I</em></td>
<td></td>
</tr>
<tr>
<td><strong>martes</strong></td>
<td><strong>MIDTERM EXAM (TUESDAY)</strong></td>
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<tr>
<td><strong>miércoles</strong></td>
<td>Go over Midterm Exam</td>
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<td></td>
<td>Capítulo cuatro:</td>
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<tr>
<td></td>
<td>Expressing destination and future actions with the verb <em>ir</em> 119</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The verb IR (by itself first)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The near future (<em>ir</em> + a + infinitive)</td>
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<tr>
<td><strong>jueves</strong></td>
<td></td>
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<tr>
<td></td>
<td>Capítulo cinco:</td>
<td></td>
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<tr>
<td></td>
<td><strong>VOCABULARY</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Parts of a house and furniture 132</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Days of the week 134</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Words like <em>before</em> and <em>after</em> 136</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>GRAMMAR</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expressing actions with additional verbs 139</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other verbs like <em>poder, querer,</em> and <em>preferir</em> 145</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>COMPOSITION I DUE (7% OF YOUR GRADE)</strong></td>
<td></td>
</tr>
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<tr>
<td><strong>Semana 4</strong></td>
<td><strong>TAREA #4</strong></td>
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<tr>
<td><strong>junio 19-22</strong></td>
<td>(vence 25 de junio a las 10:59 p.m)</td>
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<td><strong>lunes</strong></td>
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<tr>
<td></td>
<td>Capítulo cinco:</td>
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<td><strong>CULTURAL FOCUS</strong></td>
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<td>El Salvador and Nicaragua and their cultures</td>
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<td></td>
<td>Verbs that are used reflexively (<em>self/selves</em>) 150</td>
<td></td>
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<tr>
<td></td>
<td>Reflexive pronouns / reflexive verbs</td>
<td></td>
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<tr>
<td></td>
<td>Review of the verb ESTAR</td>
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<tr>
<td><strong>martes</strong></td>
<td>Capítulo seis:</td>
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<tr>
<td></td>
<td><strong>VOCABULARY</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Weather 166</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Months of the year and seasons 168</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Words like <em>close to</em> and <em>far from</em> 170</td>
<td></td>
</tr>
<tr>
<td><strong>miércoles</strong></td>
<td><strong>GRAMMAR</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Talking about what's happening 173</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Using <em>ser</em> and <em>estar</em> 178</td>
<td></td>
</tr>
<tr>
<td>Fecha</td>
<td>Actividad</td>
<td></td>
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<tr>
<td><strong>jueves</strong></td>
<td><strong>Multimedia</strong>&lt;br&gt;COMPOSITION II (DUE ON THURSDAY)&lt;br&gt;(3% OF YOUR GRADE)</td>
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<tr>
<td><strong>Semana 5</strong>&lt;br&gt;<strong>junio 26-30</strong></td>
<td><strong>TAREA #5</strong>&lt;br&gt;(vence 29 de junio a las 10:59 p.m)</td>
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<tr>
<td><strong>lunes</strong></td>
<td>Capítulo seis:&lt;br&gt;&lt;br&gt;<em>Multimedia (Activity)</em>&lt;br&gt;Making comparisons 185&lt;br&gt;<em>CULTURAL FOCUS</em>&lt;br&gt;Costa Rica and its cultures&lt;br&gt;(Last day to withdraw June 28)</td>
<td></td>
</tr>
<tr>
<td><strong>martes</strong></td>
<td>EXAMEN ORAL (ORAL EXAM)</td>
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<tr>
<td><strong>miércoles</strong></td>
<td>REPASO FINAL (FINAL REVIEW)</td>
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<td><strong>jueves</strong></td>
<td><strong>NO HAY CLASES (NO CLASS)</strong></td>
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<tr>
<td><strong>viernes</strong></td>
<td>EXAMEN FINAL (FINAL EXAM, REGULAR CLASS TIME)&lt;br&gt;(viernes, junio 30)</td>
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Have a great semester!