**Course Name:** SPAN 1312  
**Course Section:** 009

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<th>Meeting Days/Times: TR 3:30-4:45</th>
<th>Building/Classroom: OCNR 130</th>
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<tr>
<td><strong>Professor:</strong> Maria M. Mata</td>
<td><strong>E-mail:</strong> <a href="mailto:maria.mata@tamucc.edu">maria.mata@tamucc.edu</a></td>
</tr>
<tr>
<td><strong>Office Location:</strong> CCH 216</td>
<td><strong>Office Hours:</strong> TR 4:50 – 5:20</td>
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<tr>
<td><strong>Phone Number:</strong> TBA</td>
<td><strong>Or by Appointment</strong></td>
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**Textbook:**  
Puntos de partida, 10th edition (required). (Textbook and “Connect spanish” program required)

**Course Description:** This is the second part of the First Year Spanish course. It is designed specifically for students with little knowledge of the language. This second semester concentrates on the study of past, verb usage, prepositions, sentence structure, and vocabulary. This course is aimed at developing listening, speaking, reading and writing skills, from the most basic notions to more elaborate ones, within a Spanish cultural framework.

**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 third unexcused absence, and for every unexcused absence thereafter, you will lose 3 points (i.e., 3%) from your final average grade. Three 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.tamu.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.

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

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 three 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 ........................................... 15 pts. 90 -100 = A
◆ Weekly Lab Assignments / Tareas/Connect .... 15 pts. 80 - 89 = B
◆ Composition ............................................. 15 pts. 70 - 79 = C
◆ Oral Presentation ....................................... 10 pts. 60 - 69 = D
◆ Exams (3) .................................................. 45 pts. 59 & below = F
◆ Total: ...................................................... 100 pts.
Dates to remember:

Spring Semester 2018

January 15, Monday
January 17, Wednesday
January 24, Wednesday
February 27, Tuesday
March 9 Friday

March 12-16, Monday-Friday
March 19, Monday
March 21, Wednesday
April 6, Friday
April 30, Monday

May 1, Tuesday

May 2, Wednesday
May 3-4, Thursday-Friday;
7-9, Monday-Wednesday
May 10-11, Thursday-Friday
May 12, Saturday
May 14, Monday
May 18, Friday

Martin Luther King, Jr. Holiday
Classes begin
Last day to register or add a class
Last day to apply for Spring graduation
Last Day of classes for 1st 7-Week Session
and Final Exams
Spring Break
First Day of Classes 2nd 7-Week session
Grades due for 1st 7-Week session
Last day to drop a class
Last day to withdraw from the University

Last day of classes
Final exams 2nd 7-Week Session
Reading Day
Final examinations

Grading days
Spring Commencement
Spring grades due
Faculty End Date
GRADE APPEALS
As stated in University Procedure 13.02.99.C2.03, Student Grade Appeals, 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.C2.03, Student Grade Appeals. These documents are accessible online at: http://academicaffairs.tamucc.edu/rules_procedures/assets/13.02.99.C0.03_student_grade_appeals.pdf. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s office in the college in which the course is taught. For complete details on the process of submitting a formal grade appeal in CLA, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html.

DISABILITIES ACCOMMODATIONS
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 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.

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.

DROPPING A CLASS
I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with your academic advisor, the Financial Aid Office, and me, before you decide to drop this course. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. April 6th, 2018 is the last day to drop a class with an automatic grade of “W” this term.

ADDENDUM 1
WEEKLY “Connect Spanish” ASSIGNMENTS (TAREAS)
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. A report will be sent to your instructor twice during the semester: October 15 at 11:00 PM & November 26 at 11:00 PM. You will only receive credit for your work if it is recorded on the report. Extensions will be granted only under extraordinary circumstances and after faculty approval.

*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. We urge you to complete each assignment weekly (by Sunday at 10:59 PM) to benefit fully from the practice. Do not wait until midterm or the end of the semester to complete all your work. If you do, you may get the credit, but you will miss the point of the practice entirely.

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/gramar
• Duolingo.com
• Colby.edu/~bknelson/SLC/index.php
• Drlemon.net/grammar
• www.cliffsnotes.com/
• wordreference.com (diccionario)
• 133teachme.com
• diccionarioreverso.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.

\[\text{No late work will be accepted without previous arrangements with your instructor}\]**

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:

- Write your dialogue **entirely** in Spanish.
- Please make sure that both you and your classmate have an **equal amount of speaking time.**
- It must be typed, double spaced and w/one inch margins on all sides. Use Times New Roman font—size 12
- Use structures, tenses and vocabulary learned in class only
- 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.

\[\text{Keep it simple, at your level, and write it yourself}\]**

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.
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