

Basic Course Information

Semester:	Fall 2016	Instructor Name:	Manuel Guzmán
Course Title & #:	SPAN 100	Email:	manuel.guzman@imperial.edu
CRN #:	10410	Class Dates:	8/15 – 12/9/2016
Class Days:	M/W	Class Times:	2:00 - 4:30 pm
Classroom:	404	Units:	5

Course Description

Prerequisite: The student must be able to speak and read English.

Not open to students with native ability in Spanish or those who have studied in a Spanish speaking country. (See SPAN 220). For additional oral practice, concurrent enrollment in SPAN 113 is recommended. The beginning Spanish course is based on a contrastive analysis between Spanish and English and is designed to develop in the English-speaking student rudimentary abilities in the four basic language skills: hearing, speaking, reading, and writing. The main emphasis is on the present tense of both regular and irregular verbs. The student will be familiarized with those features of Hispanic culture, which reflect the different frame of reference from which the native speaker of Spanish views the world. The class is conducted in Spanish. (CSU, UC).

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Research historical or cultural information about a Spanish-speaking country and prepare an oral and/or written presentation. (ILO1, ILO3, ILO4)
2. Organize information about a historical or cultural aspect of a Spanish-Speaking country for a written or oral assignment. (ILO1, ILO3, ILO5)
3. Successfully communicate at the novice/elementary level a personal event in the present tense. (ILO1, ILO2)
4. Describe basic daily life situations using correct grammatical structures, vocabulary and idiomatic expressions. (ILO1)
5. Assess the content and meaning of written Spanish both orally and in writing. (ILO1, ILO4, ILO5)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate knowledge of the Spanish sound system.
2. Use the Spanish writing/spelling system with its diacritical marks, especially the accent.
3. Practice receptive skills through coordinated written and spoken material.
4. Practice productive skills, by repetition, use of cognates, and real-life situations appropriate to the

university level.

5. Demonstrate knowledge of grammar to allow for communication from controlled use of language forms to open-ended communicative activities.

6. Demonstrate knowledge of the language skills in speaking, listening, writing, and comprehension according to the American Council on the Teaching of Foreign Language Proficiency Guidelines.

7. Identify the varieties of Spanish and its speakers through recordings, maps, and videos.

Textbooks & Other Resources or Links

1. ¡Anda! Curso elemental 2nd Edition. Heining-Boynton I Cowell.

(The textbook must be purchased at the IVC Bookstore)

Course Requirements and Instructional Methods

The Student Activities in MySpanishLab online (Capítulos Preliminar 1-5): should be kept up to date by every student. **They are due on Sundays.** Plan to study 1-2 hours or more a day on your own. It is important when learning a foreign language to practice listening, speaking, reading, and writing skills as much as you can outside of the classroom.

HOMEWORK: Submit homework on time. The homework will be assigned every class. No late homework will be accepted unless stapled with a valid medical excuse, within two days of your return. I may check or collect homework on any given day. Neither absence nor tardiness will be considered an excuse for missing assignments, incomplete work, or quizzes. You are responsible for the work missed during your absence.

WRITTEN COMPOSITIONS: You will write several short compositions throughout the course. Some of these compositions will be done in-class, while others will be written outside the classroom. The topics; for these compositions will be assigned by the instructor.

ORAL INTERVIEW/Presentation: You will prepare **one** oral interview. You must be present the days of your interview. The topics will be assigned in class. Interview will be graded on content, preparation, creativity, vocabulary, fluency, pronunciation, and ability to communicate in the target language. Not speaking enough Spanish in interview lowers your grade

FINAL EXAM: The exam will be on Capítulo Preliminar & Ch. 1-6. More information regarding this exam will be given by the instructor.

CHAPTER EXAMS (EXÁMENES): There will be six chapter exams, one midterm and a final exam. (I will drop the lowest score from tests). If for any reason you miss a test or a quiz (illness, death in the family and etc.), consider this your lowest grade and I will drop it/them). In addition, expect quizzes (written or oral) on geography, grammar, homework assignments, and class discussions on history, vocabulary, and culture. Quizzes will be announced and unannounced. Please note that the quizzes and the exams would be given in the first hour, don't be late otherwise you will lose time. There will be **NO MAKE-UP TESTS OR QUIZZES** -Except in cases of documented emergencies, at the discretion of the professor. For reasons of fairness and the integrity of the class, there are **NO EXCEPTIONS**. Last examinations will be held during the week of December 5 to 9, 2016. You must be present on these days, or you will automatically receive a zero. **NO EXCEPTIONS**. Make sure you plan on getting to class on time and always come prepared for a quiz.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2)

hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

GRADING:

90-100% = A 80-89% = B 70-79% = C 60-69% = D 59 or below = F

My Spanish Lab Assignments.....	20%
Chapter Exams/Quizzes.....	20%
Oral interview/presentation.....	20%
Midterm.....	15%
Final Exam.....	15%
Class participation & Lab. activities.....	5%
Written Compositions.....	5%

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

Email is an important part of this class, so be aware of the following:

- What is netiquette? Netiquette is Internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting, as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services, which may be available.

- **[Blackboard Support Site](#)**. The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **[Learning Services](#)**. There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **[Library Services](#)**. There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **[Student Health Center](#)**. A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- **[Mental Health Counseling Services](#)**. Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Course Calendar ****SPAN 100****Fall 2016**

Week 1	Introduction to the Course <i>Capítulo Preliminar</i>	E-mail autobiography
Week 2	<i>Capítulo Preliminar</i>	
Week 3	<i>Capítulo 1</i>	Quiz # 1
Week 4	<i>Capítulo 1</i> No Class Monday 9/5	Oral Presentation +10
Week 5	<i>Capítulo 2</i>	Quiz # 2 Oral Presentation +9
Week 6	<i>Capítulo 2</i>	Oral Presentation +8
Week 7	<i>Capítulo 3</i>	Quiz # 3 Oral Presentation +7
Week 8	<i>Capítulo 3</i>	Oral Presentation +6
Week 9	MID-TERM EXAM	
Week 10	<i>Capítulo 4</i>	Oral Presentation +5
Week 11	<i>Capítulo 4</i>	Oral Presentation +4
Week 12	<i>Capítulo 5</i>	Quiz # 4 Oral Presentation +3
Week 13	<i>Capítulo 5</i>	Oral Presentation +2
Week 14	<i>Capítulo 6</i>	Quiz # 5 Oral Presentation +1
Week 15	No Class (Thanksgiving Recess)	
Week 16	<i>Capítulo 6</i>	
Week 17	Final Exam	

Tentative, subject to change without prior notice