



Basic Course Information

Semester:	Spring 2024	Instructor Name:	Liisa Mendoza
Course Title & #:	Fingerspelling and Numbers – AMSL 104	Email:	liisa.mendoza@imperial.edu
CRN #:	21042	Webpage (optional):	N/A
Classroom:	2751	Office #:	312
Class Dates:	2/12/24 – 6/8/24	Office Hours:	Via Zoom: MW 9 – 10 am On ground: TR 7:25 – 7:55 am, 9:30 – 10:00 am (312)
Class Days:	TR	Office Phone #:	(760) 355-6120
Class Times:	8:00 – 9:25 am	Emergency Contact:	Email
Units:	3	Class Format:	Face to face, on ground

Course Description

An introduction to the American manual alphabet (fingerspelling), including numbers, loan signs, abbreviations and acronyms commonly used in the Deaf community. Extensive drills and practice in both receptive and expressive skills. The student will develop and improve expressive and receptive fingerspelling and numbers. Students will learn how to sign cardinal numbers, ordinal numbers, time, money, dates, addresses, and telephone numbers. Fingerspelling will be developed with an emphasis on real world situations.

Course Prerequisite(s) and/or Corequisite(s)

Recommended preparation: None

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. Recognize fingerspelled words at an intermediate-advanced pace, with a reference category given. (ILO1, ILO2)
2. Produce fingerspelled words, fingerspelled loan signs, phone numbers, dates, and a variety of numbers at an intermediate pace.(ILO1, ILO 2)
3. Define common acronyms and abbreviations used in ASL and American Deaf culture. (ILO1, ILO2, ILO 5)



Course Objectives

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

1. Articulate and recognize all the letters and words of the American manual alphabet clearly and accurately in regard to letter formation, palm orientation and hand position.
2. Identify the rules for numbering in American Sign Language clearly and accurately in regard to: articulation; cardinal and ordinal numbers; fractions, ratios, decimals and percentages; dates and clock times; phone numbers and addresses; ages and money.
3. Demonstrate and distinguish fingerspelled loan signs clearly and accurately.
4. Distinguish between the following number patterns: cardinal vs. ordinal numbers, approximate vs. exact numbers, and normal vs. emphasized numbers.
5. Identify and express the correct number incorporation patterns for time signs.
6. Identify and describe common acronyms and abbreviations in ASL and American Deaf culture.

Textbooks & Other Resources or Links

Required text: Master ASL! Fingerspelling, Numbers and Glossing. J. Zinza. ISBN: 1-881133-21-4.

Course Requirements and Instructional Methods

Teaching Strategy:

This class will have a mix of voice on and voice off. While no previous ASL experience is required, fingerspelling and numbers occur in ASL sentences, so you will need to see ASL sentences to catch them. You will also be learning some signs, so you can practice specific patterns.

We will be introducing new concepts, patterns, and vocabulary weekly, and then applying it through a variety of exercises. **You MUST practice outside of class.** You will be asked to prepare some ASL assignments outside of class; you will be given clear instructions to follow to produce successful assignments.

During class, you may have to sign individually to your instructor, or in small groups, or in front of the class. We will have signing labs, small group work, and larger group work. This will require a time commitment, so please read the statement below from the Department of Education.



You will quiz weekly in this class, and will take 3 exams over the course of the semester. We will take quizzes at the start of class, so if you arrive late you will miss the quiz. On exam days, exams will be the only thing that will happen during class time. **There are no time limits on exams.** You will have the entire class to take the exam, and the instructor is willing to stay after class if you need more time. Most exams are designed to be completed in less than an hour, so you are fine if you have extended test taking time as an accommodation. **You MUST take the receptive portion of the exam in class.** The instructor will sign to you at the beginning of your exams, so you must be present to complete this portion.

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 will be based on a standard distribution (see below). **You are allowed to submit one late homework for full credit.** If you are ill, you will make up any in class presentations the day you return to class. If written homework is due the day you are absent, you can submit it via Canvas to the instructor. No other late homework will be accepted.

Grading will be based on a standard distribution (i.e., 90-100% = A, 80-89.9% = B). There will be 1,000 points possible during the course.

Participation	300 (includes participation in in class labs, no voice, following class rules)
Homework	170 (includes written and signed homework and packet)
Exams	250 (3 exams, from 75-100 points each)
Quizzes	150
1:1 midterm	30
1:1 final	50 (signing one on one with the instructor)
Improvement	50 (from baseline, determined by the instructor during the second

TOTAL 1,000

Academic Honesty (Artificial Intelligence -AI)

IVC values critical thinking and communication skills and considers academic integrity essential to learning. Using AI tools as a replacement for your own thinking, writing, or quantitative reasoning goes against both our mission and academic honesty policy and will be considered academic dishonesty, or plagiarism unless you have been instructed to do so by your instructor. In case of any uncertainty regarding the ethical use of AI tools, students are encouraged to reach out to their instructors for clarification



Course Policies

My classroom rules remain the same, regardless of online or on ground:

1 – **Pay attention to the best of your ability** – Please focus on the class and the material we are learning while you are in class. Some days you will be able to focus more than others: do the best you can. No cell phones, unless I say to use them or you are using them to take a picture of the notes. (And then you still need to write the notes down, or you'll never remember the info.) If you need to do something elsewhere, please leave the class and return when you can focus on it. If you are going to be in class, *BE IN CLASS*.

2 – **If you have a question, ask the instructor**, not your classmates. Of course you will have an opportunity to discuss things with your classmates in the classroom, and you may clarify things with each other. But if you have a significant question, you should probably ask the person who is going to give you the grade, not your classmate. The only stupid question is the one you don't ask – and it will probably show up on the test!

3 – **NO CHEATING!!!!!!!!!! There is not a strong enough English word to tell you how I feel about cheating.** It is far better to leave an answer blank or to tell me a joke or draw me a picture when you don't know the answer. I will monitor you while you are taking your exams, and you REALLY don't want to cheat. Your integrity is something that no one can take from you. Don't give it away.

Students will be expected to follow IVC's online netiquette policy:

- 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 (!!!!)].

Other Course Information

Your instructor believes that we can create a strong learning community through connection. We will be interacting with each other during every class, and you will get to know your classmates and possibly make some new friends. ASL belongs to the Deaf community, and the Deaf community is a friendly group of people, who enjoy interacting.

You don't have to be a "people person" to take ASL. You do have to be willing to communicate with your classmates. There will be times that your grade will depend on your classmates and your interaction with them. Make sure that you are polite and supportive: EVERYONE is learning, and ANYONE can be having a bad day, and may not be signing as well as they can.



IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

DATE	IN CLASS	HOMEWORK
2/13 (T)	Syllabus, class policies Fingerspelling introduction Manual alphabet modeled Fingerspelling with sound	Read and agree to syllabus Read notes Buy text, practice name HW #1: 2 categories of 5 words each
2/15 (R)	Quiz #1 (syllabus, ideas from Day 1) HW #1 due Manual alphabet modeled again Fingerspelling changes in actual word production Common errors in fingerspelling Numbers 1-20	Text as assigned Practice first and last names and HW 1 Practice numbers 1-20
2/20 (T)	Common English patterns Numbers 21-30 Cardinal v ordinal numbers 3 C's of receptive fingerspelling	HW #2: 10 patterns, 5 words each (50 total) Practice HW #2 Practice numbers 1-30 Review notes
2/23 (R)	Quiz #2 (fingerspelling – patterns, categories, numbers 1-30, cardinal v ordinal) HW #2 due Pattern exercises Number exercises Challenging patterns Signing names	Assignment from text Practice patterns Practice numbers HW #3: 6 words from 1 challenging pattern Practice signing names
2/27 (T)	HW #3 due Commonly confused letters Numbers 31- 66 Exotic and foreign names Famous names	Practice as assigned Practice numbers 1-66 HW #4: 10 famous names (first and last) Practice HW
2/29 (R)	Quiz #3 (famous names, numbers 1-66, etc.) HW #4 due Numbers 67-100 Practice famous names Practice and review	Practice text as assigned Practice numbers 1-100
3/5 (T)	Study guide for Exam #1 Review for Exam #1	Begin review for Exam #1 Practice for Exam#1



3/7 (R)	Practice Exam #1 Telephone number pattern Names and telephone numbers practiced	Study & practice for Exam #1 HW 5: List of 10 names and phone numbers OF REAL PEOPLE Practice HW #5
3/12 (T)	HW #5 due Review of telephone number pattern Names and telephone numbers practiced Numbers 100-1,000,000	Practice for Exam #1 Study for Exam #1 Practice signing telephone numbers and
3/14 (R)	EXAM #1 (in class notes, fingerspelling patterns, fingerspelling by category, numbers 1-100, famous names, cardinal v ordinal patterns, assigned text readings)	HW 6: List of 10 numbers over 100 Practice HW 6 Practice text as assigned Practice numbers 1-1,000,000
3/19 (T)	HW 6 due Pattern: approximate v exact numbers FLS introduced FLS practiced	Practice numbers 1 – 1,000,000 Practice names and phone numbers Practice FLS
3/21 (R)	Quiz #4 (cardinal v ordinal, names and telephone numbers, numbers over 100) Signing clock time Number incorporation Signing time – number incorporation pattern	HW #7: List of 15 clock times Practice HW 7 Practice 10 clock times Practice text as assigned
3/26 (T)	HW 7 due FLS reviewed Names and phone numbers reviewed Signing time – years Signing specific dates introduced	HW 8: List of 10 specific years Practice HW 8 Text as assigned
3/28 (R)	Quiz #5 (FLS, names and phone numbers, numbers over 100) HW 8 due Signing dates practiced Pattern: emphasis v normal State abbreviations introduced	HW 9: List of 10 historically important dates and events, 5 of them specific Practice HW 9 Text as assigned
4/2, 4/4	NO CLASSES: Spring Break	As assigned
4/9 (T)	Quiz #6 (FLS, names and phone numbers, clock time) Practice for big quiz Acronyms assigned Review names and phone numbers, signing dates, signing clock time, signing FLS, signing numbers to 1,000,000	Review and practice for big quiz Begin studying acronyms Begin working on packet
4/11 (R)	Quiz #6 (FLS, names and phone numbers, clock time) Review names and phone numbers, signing dates, signing clock time, signing FLS, signing numbers to 1,000,000	



4/16 (T)	MIDTERM 1:1s	Keep practicing Text as assigned Practice state abbreviations Practice acronyms Work on packet
4/18 (R)	MIDTERM 1:1s	Practice time signs Review number incorporation
4/23 (T)	Practice acronyms and abbreviations Practice states Cumulative review	As assigned
4/25 (R)	Quiz #7 (States and acronyms) Time signs introduced Time signs and number incorporation Cumulative lab Study guide for Exam #2	Study states and acronyms Review for Exam #2
4/30 (T)	TBA	Review for Exam #2 Practice for Exam #2 Study, review and practice for Exam #2
5/2 (R)	EXAM #2 (Names and phone numbers, clock time, FLS, numbers 1-1,000,000, years, time signs, specific dates, number incorporation, patterns, states and acronyms)	Breathe Come back Work on packet
5/7 (T)	Signing Age Signing age – number incorporation Signing addresses	HW 9: List of 10 names (first and last) with the ages of the people Practice HW 9
5/9 (R)	Quiz #8 (states and acronyms, signing age) HW 9 due Signing money Number incorporation for dollars and cents Grocery shopping template Practice signing money	Get grocery flyer HW 10: List of 10 items, with price points and quantity Practice HW 10 Text as assigned Work on packet
5/14 (T)	HW 10 due Signing fractions, decimals and percentages Practice signing grocery shopping lists	Practice for quiz Finish packet
5/16 (R)	PACKET DUE: NO LATE PACKETS ACCEPTED Quiz #9 (Grocery shopping) Study guide for Exam #3 Exam #2 back and discussed Labs to focus on exam	Begin review for exam Practice for exam Text as assigned
5/21 (T)	Practice Exam #3	Study and practice for exam
5/23 (R)	Cumulative labs to prepare for 1:1	



5/28 (T)	Review for Exam #3	
5/30 (R)	Exam #3 (Cumulative, with focus on signing money, age, names and phone numbers and fractions)	Keep practicing Come back
6/4, 6/6	FINALS – 1:1s with instructor by appointment	

*****Subject to change without prior notice*****