



### Basic Course Information

Semester:	<b>Spring 2025</b>	Instructor Name:	<b>Liisa Mendoza</b>
Course Title & #:	<b>Fingerspelling and Numbers – AMSL 104</b>	Email:	<b>liisa.mendoza@imperial.edu</b>
CRN #:	<b>21165</b>	Webpage (optional):	<b>N/A</b>
Classroom:	<b>Via ZOOM</b>	Office #:	<b>312</b>
Class Dates:	<b>2/10/25 – 6/6/25</b>	Office Hours:	<b>Via Zoom: MW 9 – 10 am TR 9 – 10 am (on ground)</b>
Class Days:	<b>MW</b>	Office Phone #:	<b>(760) 355-6120</b>
Class Times:	<b>1:00 – 2:25 pm</b>	Emergency Contact:	<b>Email</b>
Units:	<b>3</b>	Class Format:	<b>Real time, synchronous, online</b>

### 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:

The instructor will be teaching synchronously via Zoom. This class was listed in the catalog as real time, with time blocks given. **There are many advantages to attending the live class. It is the easiest way to earn lab points, you will have access to the embedded tutor during that time, and some exercises you CANNOT do individually.** Language is about communication and interaction, and you cannot do that signing to yourself into a camera.

The instructor will generally be teaching with a mixed voice on/voice off approach, after the first few weeks. This will increase your receptive and expressive comprehension, as you will be asked to respond in ASL. You will be participating in a variety of class exercises designed to increase both your receptive and expressive skills. Please arrive to class on time, ready to start signing.

**The instructor knows that you will not understand 100% of her signing. The necessary information is delivered to you via in class notes accompanying the lecture and information loaded onto Canvas.**



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.** We will also be learning new grammatical structures weekly as we go through the chapters of the book. You will be asked to prepare some ASL assignments outside of class; you will be given clear instructions to follow to produce successful assignments.

You may have to sign individually to your instructor, or in small groups, or in front of the class. We will have presentations this semester, as well as signing labs, small group work, and larger group work. You will not 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. A few quizzes will be given in the Zoom classroom. Most quizzes will be given through the Canvas system, but not using the Canvas quiz feature. You will be given the question file and a link to a recording. You will then click on the recording and start the quiz. The exams will be administered the same way. **There are no time limits on exams or quizzes,** as you may need to watch the recordings a few times if your wifi glitches or goes down.

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.

### Accessibility Statement

Imperial Valley College is committed to providing an accessible learning experience for all students, regardless of course modality. Every effort has been made to ensure that this course complies with all state and federal accessibility regulations, including Section 508 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and Title 5 of the California Code of Regulations. However, if you encounter any content that is not accessible, please contact your instructor or the area dean for assistance. If you have specific accommodations through DSPS, contact them for additional assistance.

We are here to support you and ensure that you have equal access to all course materials.

### Course Policies

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

1 – **Pay attention to the best of your ability** – Turn on your cameras when in the Zoom room. I need to see you to know if you are even there. If you are having camera tech difficulties, let me know via the Chat or email. If you have to turn off your camera, let me know why. No cell phones, unless I say to use them or you are using them to screen shot the notes. (And then you still need to write the notes down, or you'll never remember the info.)

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 Zoom 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. This is even more important during this time of online learning. I do not want to have to have you record yourself taking exams, or to administer them live to monitor all of you. Please do not make me. Your honor is something that no one can take from you. Don't give it away.

#### **Your instructor's perspective on attending class via Zoom:**

Learning via Zoom can be challenging. Many of you will be attending from your home or your workplace. That means there may be many different, important things competing for your attention. I personally don't care if you bring your dog, cat, or baby/younger sibling into the Zoom room. They are a part of your life too.



I don't care if you're in your jammies in the Zoom room – as long as you don't sleep nude! I don't care if you have your makeup on or not. I don't care if you have your hair done or the worst bad hair day ever. I DO care that you make it in to class. (In clothes. Please wear clothes. Something that covers all of you, even if we don't see it!)

**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 still create a learning community – and a signing community - on Zoom. We will be interacting, 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
2/10 (M)	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
2/12 (W)	HW #1 due Manual alphabet modeled again Fingerspelling changes in actual word production Common errors in fingerspelling	Text as assigned Practice first and last names and HW 1 Practice numbers 1-20



	Numbers 1-20	
<b>2/17 (M)</b>	<b>NO CLASS: Presidents' Day</b>	As assigned
2/19 (W)	<b>Quiz #1 (Week 1, letter recognition)</b> 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
2/24 (M)	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
2/26 (W)	<b>Quiz #2 (fingerspelling – patterns, categories, numbers 1-30, cardinal v ordinal)</b> 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
3/3 (M)	HW #4 due Numbers 67-100 Practice famous names Practice and review	Practice text as assigned Practice numbers 1-100
3/5 (W)	<b>Quiz #3 (famous names, numbers 1-66, etc.)</b> Study guide for Exam #1	Begin review for Exam #1 Practice for Exam#1
3/10 (M)	Practice Exam #1 Review practice for Exam #1 Telephone number pattern	Study for Exam #1
3/12 (W)	<b>EXAM #1 (in class notes, fingerspelling patterns, fingerspelling by category, numbers 1-100, famous names, cardinal v ordinal patterns, assigned text readings)</b>	HW 5: List of 10 names and phone numbers OF REAL PEOPLE Practice HW #5
3/17 (M)	Exam #1 back and discussed HW #5 due Review of telephone number pattern Names and telephone numbers practiced Numbers 100-1,000,000	HW 6: List of 10 numbers over 100 Practice HW 6 Practice text as assigned Practice numbers 1-1,000,000
3/19 (W)	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



<p>3/24 (M)</p>	<p><b>Quiz #4 (cardinal v ordinal, names and telephone numbers, numbers over 100 )</b>                  Signing clock time                  Number incorporation                  Signing time – number incorporation pattern</p>	<p>HW #7: List of 15 clock times                  Practice HW 7                  Practice 10 clock times                  Practice text as assigned</p>
<p>3/26 (W)</p>	<p><b>Quiz #5 (FLS, names and phone numbers, numbers over 100)</b>                  HW 7 due                  FLS reviewed                  Names and phone numbers reviewed                  Signing time – years                  Signing specific dates introduced</p>	<p>HW 8: List of 10 specific years                  Practice HW 8                  Text as assigned</p>
<p>3/31 (M)</p>	<p>HW 8 due                  Signing dates practiced                  Pattern: emphasis v normal                  State abbreviations introduced</p>	<p>HW 9: List of 10 historically important dates and events, 5 of them specific                  Practice HW 9                  Text as assigned</p>
<p>4/2 (W)</p>	<p><b>Quiz #6 (FLS, names and phone numbers, clock time)</b>                  Practice for big quiz                  Acronyms assigned                  Review names and phone numbers, signing dates, signing clock time, signing FLS, signing numbers to 1,000,000</p>	<p>Review and practice for big quiz                  Begin studying acronyms                  Begin working on packet</p>
<p>4/7 (M)</p>	<p><b>MIDTERM 1:1s</b></p>	<p>Keep practicing                  Text as assigned                  Practice state abbreviations                  Practice acronyms                  Work on packet</p>
<p>4/9 (W)</p>	<p><b>MIDTERM 1:1s</b></p>	<p>Practice time signs                  Review number incorporation</p>
<p>4/14 (M)</p>	<p>Practice acronyms and abbreviations                  Practice states                  Cumulative review</p>	<p>As assigned</p>
<p>4/16 (W)</p>	<p><b>Quiz #7 (States and acronyms)</b>                  Time signs introduced                  Time signs and number incorporation                  Cumulative lab                  Study guide for Exam #2  <b>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)</b></p>	<p>Study states and acronyms                  Review for Exam #2  <b>TAKE EXAM #2</b></p>



<b>4/21, 4/23</b>	<b>NO CLASS: SPRING BREAK</b>	
4/28 (M)	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
4/30 (W)	<b>Quiz #8 (states and acronyms, signing age)</b> 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
5/5 (M)	HW 10 due Signing fractions, decimals and percentages Practice signing grocery shopping lists	Practice for quiz Finish packet
5/7 (W)	<b>PACKET DUE: NO LATE PACKETS ACCEPTED</b> <b>Quiz #9 (Grocery shopping)</b> 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
5/12 (M)	Practice Exam #3	Study and practice for exam
5/14 (W)	<b>Exam #3 (Cumulative, with focus on signing money, age, names and phone numbers and fractions)</b>	
5/19 (M)	Cumulative review	
5/21 (W)	Cumulative review	
<b>5/26 (M)</b>	<b>NO CLASS: MEMORIAL DAY</b>	
5/28 (W)	Labs to prepare for 1:1 finals	Keep practicing Come back
<b>6/2, 6/4</b>	<b>FINALS – 1:1s with instructor by appointment</b>	

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