Course Description: This is a Texas Common Course Number. This is the first semester of academic transfer Spanish. This course is an introductory course intended for students with little or no knowledge of the language. Its aim is to present essential vocabulary and grammar, and to develop the pronunciation, listening, reading, and writing skills necessary for basic communication and comprehension. Customs and cultural insights are also presented. (3 Lec., 2 Lab.)

Course Pre-requisites: None.

Course Materials/Supplies Needed:
Puntos De Partida Select Chapters with 360 Day access 9781259963995 – Access card ONLY.

Course Materials/Recommended:
Spanish/English – English/Spanish dictionary.

Student Learning Outcomes

Upon successful completion of this course, students will:

1. Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the present and producing questions and responses on a variety of topics dealing with everyday life.
2. Demonstrate understanding of level-appropriate spoken Spanish.
3. Write simple sentences and organize them into short paragraphs.
4. Read and comprehend level-appropriate texts.
5. Identify and discuss traditions, customs and values of the Hispanic world.
6. Compare and contrast the traditions, customs and values of the Hispanic world with characteristics of their own culture.
Course Outline: The course presents basic elements of Spanish language and grammatical structures as well as culture. The student will develop the four basic skills of communication: listening, speaking, reading and writing and an extra element of culture, while concentrating on the following elements of the language through the eBook and its Connect site, both will cover from Chapters 1 - 6.

Chapter 1. Ante todo: Vocabulary: Greetings and courtesy to say hello and good-bye, meet others, and be polite, The Spanish alphabet & Spanish vowels to spell in Spanish and learn the basics of Spanish pronunciation, Grammar: Describing yourself and others to tell what you and others are like, Numbers 0–30 to count in Spanish, Likes and dislikes to express what you like and don't like, Telling time to tell time in Spanish, Culture: ¡Aquí se habla español!, La geografía del mundo hispano to learn about the global importance of Spanish and about the geography of Spanish-speaking areas.

Chapter 2. En la universidad: Vocabulary: Classroom vocabulary & academic subjects to talk about your academic environment and what you are studying, Diphthongs and linking to learn more about Spanish pronunciation, Grammar: Singular and plural nouns, gender, and articles to name people, places, things, and ideas, Verbs that end in -ar & subject pronouns to express actions, Questions to form questions in several ways, Culture: Los Estados Unidos de América to learn about the important Hispanic presence in the United States.

Chapter 3. La familia: Vocabulary: Family vocabulary & Adjectives to talk about the members of your family and tell what they are like, Numbers 31–100 to count in Spanish, Grammar: Adjective endings to describe people, places, things, and ideas, The verb ser to express to be in many contexts, Possessive adjectives to express possession (what someone has), Verbs that end in -er and -ir & subject pronouns to express actions, Culture: México to learn about Mexico and Mexican culture.

Chapter 4. De compras: Vocabulary: Clothing & Colors to talk about clothing items and shopping, Numbers 100 and up to count in Spanish, Grammar: Demonstratives (this, that, and so on) to point out things at different distances, The Verbs tener, venir, poder, preferir, querer to express actions, The Verb ir and ir + a + infinitive to express to go and to talk about future actions, Culture: Guatemala and Honduras to learn about two Central American countries that have large indigenous populations.

Chapter 5: Vocabulary Parts of a House and Furniture to talk about where you live. Days of the Week & Prepositions of Time. Grammar: The Verbs hacer, oír, poner, salir, traer, ver to talk about your routine, Present Tense of Stem-changing Verbs to express actions, Reflexives to express reflexive actions (self/selves) and to talk about your daily routine. Culture: El Salvador and Nicaragua to learn about two Central American countries that are rich in natural diversity.

Chapter 6. Las estaciones y el tiempo. Vocabulary: The Weather, Months and Seasons to talk about the weather and the yearly calendar. Grammar: Prepositions of Place to locate things in relation to other things, Present Progressive (-ing) to express actions that are happening right now, Ser versus estar to summarize everything you know about two Spanish verbs that express to be, Comparisons to compare people, things, and actions, Culture: Costa Rica to learn about a Central American country that has a long and peaceful democratic history.
Evaluation Procedures: This course has been restructured to meet the new THECB guidelines. The course chapters’ are divided into the 5 component areas required for all foreign languages; Reading, Listening, Writing, Speaking and Culture.

Each chapter will contain four grade items; one for class work, one for the Lab and two assessments. The average of all 4 items will yield a chapter average. The average of all 6 chapters will yield a Course Final Grade Average. This course will not have a Final Exam.

It is imperative for grades to migrate to eCampus correctly and in a timely manner, that access to every single gradable activity is done through eCampus and from there access the activity to be graded.

Students will start this course with 0 as a grade and build their grade up as the course occurs. In order to aim towards an “A” in this course, students should have score 16.66% as the final average by the end of Chapter 1; 33.33% by the end of Chapter 2; 50% by the end of Chapter 3, etc.

Voice Boards: Recording activities on Puntos titled “Voice Boards” are virtual discussions that students need to perform for a grade, they are mandatory since such activities are for a grade. This is how you should do them: “Paso 1. Record a post according to theme of the particular activity. Paso 2. Then, listen to two other posts and and answer their questions”.

Extra Credit (EC) work: There are 2 LearnSmart (LS) Activities per chapter and an undetermined number of other ECs through the Study Guides per chapter, there will also be the GSF form and the syllabus quiz to submit. These activities are for EC points only and they do not count in the grade book calculations until the course has officially ended. From time to time students will be given cultural events to attend which will be tagged as EC. None of these activities are mandatory, they are voluntary, for EC, and most importantly, they ALL are worth 5 points each. Thus, students will decide whether to do them or not. Be aware that students will NO be given any other kind of ECs towards the end of the term.

All the elements that make the final grade can be done at any location where internet is available to the student, at any time within the due dates. The school's computer labs are located at the Language Center W172. These assignments have due dates per chapter and are indicated on eCampus/Connect.

Instructor Attendance Policy: Students are expected to log on to eCampus at least once a day for at least 5 days per week. Students have the responsibility to participate (read the eBook, power points, watch videos, listen, etc.) through the class, read eCampus Announcements and consult with the instructor as necessary.

Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending, by the certification date. For this INET course, your computerized participation in class through three specific activities posted on eCampus is necessary, on or before the certification date, which will allow you to receive credit for FA purposes. For certification dates, check eCampus; with the division or FAO for further information. Students, who are not certified as beginning class, are responsible for any payments due as a result of non-certification, to include the dropping of courses.
Grading Scale: Grade Average of all chapters divided by 6 = Final grade Average

90 – 100 = A
80 – 89 = B
70 – 79 = C
60 – 69 = D
Below 59 = F

Late or Make Up Work Policy: This class does NOT accept late or make up work. Shall there be a “virtual absence” that can be determined as an “Excused Absence”, the student must first demonstrate it by submitting official paperwork to that effect, and then complete the missed assignment as agreed and there will be a 10% penalty over all such activities; which makes your work worthless after the 10th day of its due date. This Late Work Policy does not extend beyond the end of the semester. (Instructor reserves the right to define “Extenuating Circumstance”).

eCampus Discussion Boards Etiquette: Be aware of how to use the DBs. eCampus DBs are places to ask generic questions about this course, eCampus and/or PP. These DBs are NOT intended to have conversations, to be redundant; redundancy will not expedite anything, it may only delay answers since every posting, Message or BBIM has to be replied. Do NOT use any of the DBs as a wall on Facebook. When posting a question; "Patience is a virtue that must be exercised". Wait 24 to 48 hrs., to receive an answer. To participate in the Discussion Boards open an internet browser and log on to eCampus>Discussion Board-> and look for the corresponding board. Nevertheless, there is a “Coffee Shop” DB to socialize if it becomes a must.

It is the responsibility of the student to engage in behavior that is respectful, constructive and supportive to cyber-classroom instruction and interaction in the Discussion Boards. Any behavior and/or language that would impede the learning process of other students or the instruction or assessment of the class will result in the immediate removal of the student from the class and referral to the Dean of students after the second offense until the issues is resolve. Note: eCampus Discussion Boards, Messages, BBIM, regular eMails, and all materials posted on eCampus Spanish class, are property of the class, its professor, Mountain View College and the DCCCD. Do not treat this media as a social network.

Communications: “Patience is a virtue that must be exercised”. BE PATIENT, students must wait 24 to 48 hrs., for an answers to questions asked through any of this mediums. This is an internet class, not a correspondence course. Thus, do NOT use regular email to contact the instructor after the first week on class. When communicating with the instructor, there are four different ways to do it before resourcing to use regular email:

DBs: If there are generic questions regarding academic content or operational procedures, that are not Tech Support (TS) related, post those questions on the corresponding Discussion Board “FAQs”. All inquiries will be answerd there. It is the responsibility of the student to read the purpose of each Discussion Board, It took time to write them, please take the time to read them. Write clearly on the subject the purpose of a posting. Read also all of the replies that pertain to that subject. Since a question might have been asked and answer earlier. Do NOT email the instructor with questions regarding due dates, read this syllabus or the Supersite instead and check eCampus and/or the FAQ in the DB constantly, this is an INET, not a correspondence course.
Course Messages: Use the Message link under Tools on eCampus as our eMails communication system for questions of a personal and individual need in nature. This Message system in eCampus will replace eMails after the first week of instruction.

“Ask the instructor”: Our eBook has this feature in which allows you to ask specific questions on any given activity, and truth be told, this is the best way to clarify any questions.

Telephone calls: When calling, if there is no answer, leave a message and do not assume the instructor would know who called. Leave a message identifying the caller and leave a call back number at the very least. The instructor will not reply to miss calls without messages.

eMails: Students can email the instructor during the first week, and after the course ends. When emailing, do not assume the instructor would know who you are by your name or email. Identify yourself by writing your class AND SECTION number on the subject and sign your name on the body of the email. The instructor will not reply to emails without names or class section.

For technical issues, do NOT email the instructor; instead contact the corresponding PP or eCampus Technical Support Staff instead.

Electronic Devices: eCampus and PP are still not compatible to accept work through mobile devices, although you can read and study from them.

Certification Procedures: For certification purposes, you must log on to eCampus on daily basis and participate in the “Orientation and FAQ”. Submit the GSF and submit the syllabus quiz under the Start Here button; prior to certification day in order for your attendance to be certified in a timely manner.

The withdraw date for this class is: Yet to be determined.

Academic Dishonesty: Students that caught plagiarizing an assignment, this will include utilizing online translators instead of vocabulary from your textbook, will be subject to an “F” in the course and possible expulsion from the college.

Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at  https://www1.dcccd.edu/catalog/ss/code.cfm.

Institution Policies: Please visit http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf for a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.).
<table>
<thead>
<tr>
<th>Week</th>
<th>Grade Activities</th>
<th>Study Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Syllabus. (EC) PP/Connect Orientation &amp; FAQs. (EC), Review eBook &amp; Learn Smart(EC), Lab Work &amp; Class Work: Chapter 1</td>
<td>Study the syllabus Study and answer the quizzes Study the eBook Chapter 1 Study Lectures on eCampus Chapter 1 Study LS and Study Guide Chapter 1.</td>
</tr>
<tr>
<td>Week 2</td>
<td>Review eBook &amp; Learn Smart (EC), Finish Lab Work &amp; Class Work and take the Oral and Chapter Assessment: Chapter 1</td>
<td>Continue studying Lectures on eCampus 1 Continue studying LS and Study Guide 1, and then FINISH all remaining activities.</td>
</tr>
<tr>
<td>Week 3</td>
<td>Review eBook &amp; Learn Smart (EC), Finish Lab Work &amp; Class Work and take the Oral and Chapter Assessment: Chapter 2</td>
<td>Continue studying Lectures on eCampus 2 Continue studying LS and Study Guide 2, and then FINISH all remaining activities.</td>
</tr>
<tr>
<td>Week 4</td>
<td>Review eBook &amp; Learn Smart (EC), Finish Lab Work &amp; Class Work and take the Oral and Chapter Assessment: Chapter 3</td>
<td>Continue studying Lectures on eCampus 3 Continue studying LS and Study Guide 3, and then FINISH all remaining activities.</td>
</tr>
<tr>
<td>Week 5</td>
<td>Review eBook &amp; Learn Smart (EC), Finish Lab Work &amp; Class Work and take the Oral and Chapter Assessment: Chapter 4</td>
<td>Continue studying Lectures on eCampus 4 Continue studying LS and Study Guide 4, and then FINISH all remaining activities.</td>
</tr>
<tr>
<td>Week 6</td>
<td>Review eBook &amp; Learn Smart (EC), Finish Lab Work &amp; Class Work and take the Oral and Chapter Assessment: Chapter 5</td>
<td>Continue studying Lectures on eCampus 5 Continue studying LS and Study Guide 5, and then FINISH all remaining activities.</td>
</tr>
<tr>
<td>Week 7</td>
<td>Review eBook &amp; Learn Smart (EC), Finish Lab Work &amp; Class Work and take the Oral and Chapter Assessment: Chapter 6</td>
<td>Continue studying Lectures on eCampus 6 Continue studying LS and Study Guide 6, and then FINISH all remaining activities.</td>
</tr>
<tr>
<td>Week 8</td>
<td>Grading and recording. All Assessments DONE by this date. Extenuating Circumstances if any.</td>
<td>Grading and recording. All Assessments DONE by this date. Extenuating Circumstances if any.</td>
</tr>
</tbody>
</table>

Date: _______________________________

A non-refundable fee of $50.00 payable during the current course must be made to the cashiers at MVC by not later than March 9, 2016. Please make check payable to MVC-Sigma Delta Mu account number: 2406-9322-90-86200. Write on the check the driver’s license number and date of birth of the person issuing the check and student ID #; and deliver your receipt and transcripts to the SDM Advisor’s office W70 or to the Division Office in E40 with attention to Professor Ulises Rodriguez by March 3, 2017.

Applicant’s Name: _______________________________________________________

Student ID #: ___________________________________________________________

Address: ___________________________________________________________________

City, State, Zip Code: ______________________________________________________

Telephone Number: ___________________________________________________________________

e-mail address: ___________________________________________________________________

Attach Official Transcript Required

Deliver application and transcript to your Spanish Instructor or bring to:

Ulises Rodriguez-Figueroa, M.A.,
Spanish Faculty, Office: W70
Sigma Delta Mu - Hispanic Honor Society Advisor,
Study Abroad Coordinator
Mountain View College
4849 W. Illinois Ave.
Dallas, TX. 75211
Tel: 214-860-8792 : Fax: 214-860-8755
E-Mail: UlisesRodriguez@dcccd.edu

Educar es redimir : Education is redemption.

Submit documents and proof of payment in a timely manner. Students who meet the criteria for membership, but did not take a course with ANY of the current MVC Spanish professor MUST bring a copy of their transcript.

Your cooperation is expected in this matter.
Candidates shall receive their membership, by applying to The Mountain View College Chapter of the Society and meet the criteria, only those who attain its standards of high academic scholarship in Spanish and other subjects, or who give evidence of professional merit, proficiency, or distinction. The only basis of selection shall be the character and the scholastic or professional record of the candidate, and a genuine interest in things Hispanic. Membership shall be conferred in strict accordance with the standards of the Association of College Honor Societies.

Each active applicant shall pay the national membership fee to be initiated. The membership certificate and the insignia shall be presented during the initiation ceremony (Mandatory).

**Active Membership.** Students are selected on the basis of high scholarship in general and a certain high level of attainment in the academic study of Spanish. Specifically, they must meet the following requirements:

1. Each must have studied at least one semester of Spanish or the equivalent thereof at the college which grants membership, with a minimal grade-point average of 3.00 on a scale where "A" is assigned a value of 4.00, "B" a value of 3.00, etc.
2. The student must have a cumulative grade-point average of at least 3.00 (in Spanish) on a scale where "A" is assigned a value of 4.00, "B" a value of 3.00, etc.

**Inactive membership:** Students interested but have not completed at least one semester of Spanish at a college level. Student must still meet the high scholarship in general and a certain high level of attainment in the academic study of Spanish criteria.
The Mountain View College Honors Scholar Program

Definition

The Mountain View College “Honors Scholar Program” is an academic program open to any Mountain View college student enrolled in an accredited class and works closely with the Sigma Delta Mu XI of Texas

The Honors Project

The Honors Scholar Program encourages the student to grow academically through participation in an Honors Project negotiated with the instructor. A learning activity completed in addition to all other assignments. Honors Project receives Honors Credit only if the student has also earned a grade of “A” in the course.

Honor Scholar Designation

In order to receive Honor Scholar designation, a student must complete a minimum of 6 Honor Projects in courses of at least two academic disciplines completed at Mountain View College. Optionally, the student may substitute a grade of “A” completed in a designated Honor Course for two of the required 6 Honor Projects. Courses completed with honors credit are tagged on the college transcript with a # designation beside the A along with a brief line of explanation on the reverse side of the transcript.

Recognition

Honors Scholar is the highest academic designation recognized at Mountain View College, and the program Honors Scholars are honored with a luncheon each spring and recognized by name on the Honors Scholar pylon and the annual graduation program.

REQUIREMENTS FOR HONORS CREDIT FOR THIS SPANISH CLASS:

To receive honors credit in Spanish class, students must fulfill every single one of the following requirements:

I. Earn a course grade of A (For both MVC HSP & SDM) or B (Exclusive for SDM)
II. Declare their intention of becoming an Honor student by the end of Week 3!!!
III. All SPAN courses—Answer every single activity included under the Honor’s Program folder of 6 all chapter and score a minimum average of 90 on those activities.
GENERAL STATEMENT (GSF): This syllabus is intended to cover all expectations, policies, and procedures for the course; however, the instructor has reserved the right to add, delete, modify and/or revise segments of this course, syllabus and/or course calendar.

Print, sign and DIGITALY return this acknowledgement form by uploading to eCampus below where the syllabus is within one week of the beginning of the course.

I have received and read the syllabus for this Spanish course and understand the policies, procedures, and expectations.

Date_________________________________________________________________

X____________________________________________________________________

Name (printed) ____________________________

Course Number and section _____________________________________________