DEPARTMENT OF WORLD LANGUAGES

SPANISH 1411 ONLINE | BEGINNING SPANISH I-SYLLABUS

<table>
<thead>
<tr>
<th>INSTRUCTOR:</th>
<th>SEMESTER:</th>
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<tbody>
<tr>
<td>SECTION:</td>
<td>QUIA COURSE CODE:</td>
</tr>
<tr>
<td>EMAIL:</td>
<td>OFFICE HOURS:</td>
</tr>
<tr>
<td>OFFICE LOCATION:</td>
<td>CREDITS RECEIVED: 4</td>
</tr>
<tr>
<td>PRE-REQUISITES: NONE</td>
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</tbody>
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DIVISION #214-860-2247 | LANGUAGE LAB- A Building, Room 435 Located at 801 Main St. Dallas- USE IS NOT REQUIRED

COURSE DESCRIPTION
This is the first semester of academic transfer Spanish. It is an introductory course intended for students with little or no knowledge of the Spanish 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.) Coordinating Board Academic Approval Number 16.0905.51 13

STUDENT LEARNING OUTCOMES
Upon successful completion of this course, students will be able to:

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>SLO Assessment</th>
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<tbody>
<tr>
<td>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.</td>
<td>1. Final speaking test</td>
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<tr>
<td>2. Demonstrate understanding of level-appropriate spoken Spanish.</td>
<td>2. Final exam-listening comprehension section</td>
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<tr>
<td>3. Write simple sentences and organize them into short paragraphs.</td>
<td>3. Composition 2</td>
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<tr>
<td>4. Read and comprehend level-appropriate texts.</td>
<td>4. Final exam-reading comprehension section</td>
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<tr>
<td>5. Identify and discuss traditions, customs and values of the Hispanic world.</td>
<td>5. Culture discussion</td>
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<tr>
<td>6. Compare and contrast the traditions, customs and values of the Hispanic world with characteristics of their own culture.</td>
<td>6. Culture discussion</td>
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COURSE MATERIALS

Option A/ (Bundle: 6-month QUIA Access code + Print book including Preliminary chapter through chapter 5) This option provides the student with a code to access the Quia site and a hard copy of the book. This bundle can only be used in Spanish 1411. It can be purchased at the El Centro College bookstore.
PLAZAS Volume I hard copy with 6-month access code 5th edition/ Author: Hershberger/Navey-Davis/Guiomar Publisher: Cengage ISBN: 9781337036702

Option B/ (QUIA Access code only – includes all required online materials and an e-Book) This option allows the student to purchase the access code directly at the Quia site. You can complete all Quia assignments using this code; you will also have access to the e-Book. You have two choices for subscriptions: 6-month or 24-month access.
We use the Plazas textbook at the Quia site in SPAN 1411, 1412 and 2311. Once you have access, you can continue using the site until your subscription expires. If you are planning on taking more than one course at ECC, you might consider purchasing the 24-month access code.


If you would like to purchase or rent the complete Plazas textbook, it can be purchased or rented online. It is NOT sold or rented in our bookstore.

ADDITIONAL COURSE TOOLS
1) Headset with microphone (unless your computer already has one built in)
2) Internet access

GRADE CALCULATION

<table>
<thead>
<tr>
<th>QUIA ASSIGNMENTS</th>
<th>NUMBER OF POINTS POSSIBLE</th>
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<tbody>
<tr>
<td>Workbook/Lab Activities</td>
<td>600 points (100 points per chapter)</td>
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<tr>
<td>Textbook Activities</td>
<td>600 points (100 points per chapter)</td>
</tr>
<tr>
<td>Speaking Tests</td>
<td>300 points (50 points each)</td>
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<tr>
<td>Chapter Exams</td>
<td>400 points (100 points each)</td>
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<tr>
<td>Midterm Exam (also serves as the chapter 3 test)</td>
<td>250 points</td>
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<tr>
<td>Final Exam (also serves as the chapter 5 test)</td>
<td>250 points</td>
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<table>
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<tr>
<th>WRITING ASSIGNMENTS</th>
<th>NUMBER OF POINTS POSSIBLE</th>
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<tbody>
<tr>
<td>Composition 1</td>
<td>150 points</td>
</tr>
<tr>
<td>Composition 2</td>
<td>150 points</td>
</tr>
<tr>
<td>Discussions (2)</td>
<td>200 points (100 points each)</td>
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<tr>
<td>Reflective Paper</td>
<td>200 points</td>
</tr>
<tr>
<td>Reflective Paper PowerPoint</td>
<td>200 points</td>
</tr>
<tr>
<td>Reflective Paper Peer Edit documents</td>
<td>200 points</td>
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</tbody>
</table>

TOTAL POSSIBLE POINTS = 3500 points

LETTER GRADE
A=3,150-3500   B=2,800-3,149   C=2,450-2,799   D=2,100-2,449   F=2,099 and below
COURSE CALENDAR

SUBMIT ALL WORK BY 11:59 P.M. ON THE DAY SHOWN ON THE CALENDAR

Note: The course instructor reserves the right to modify this syllabus in any way deemed beneficial to students.
CERTIFICATION POLICY
To be certified as an active participant in this course, the student must access the course at eCampus and complete work at the Quia site. Attendance and participation affects disbursement of financial aid. See policy at: http://econnect.custhelp.com/app/answers/detail/a_id/73

ONLINE COURSE EXPECTATIONS
El Centro College distance-learning courses share the same learning outcomes, competencies, instructor expectations, and academic rigor as face-to-face courses. When taking online courses, consider the following:

-Our course is not self-paced in terms of deadlines; assignments are due regularly.
-This is a time-intensive course. Allow yourself enough time to study the content and complete the assignments; work ahead.
-A distance-learning course requires even more self-discipline and intrinsic motivation than a face-to-face course.

LATE WORK POLICY
Students have access to all assignments on the first day of class. Therefore, the instructor expects students to complete all work by the deadline. Do not wait until the deadline to complete work since unforeseen events will arise. If anything, work a few days ahead, just in case.
No late homework is accepted, and exams may not be made up.

COURSE LAYOUT
Taking an online course can be intimidating and hard to navigate. To simplify this process, our department has organized all language courses using the same layout. The syllabus and types of assignments are the same regardless of the course in which you are enrolled. Once you have taken a course with us, you can easily navigate the next course.

Students complete assignments at two different sites: eCampus and Quia.

ECAMPUS, also known as Blackboard, is a Web-based learning management system that enhances and supports our online and face-to-face courses. Students submit papers and complete discussions on eCampus. Grades can also be viewed there.
QUIA is a website that has partnered with our course textbook to offer activities that engage and provide immediate feedback to language learners.

We use the Plazas textbook in Spanish 1411, 1412 and 2311. We cover the following chapters from the Plazas textbook in each course:

SPAN 1411 PRELIMINARY, 1, 2, 3, 4, and 5
SPAN 1412 6, 7, 8, 9, and 10
SPAN 2311 11, 12, 13, 14, and 15

In SPAN 2312, we use Alianzas, a different textbook.

QUIA ASSIGNMENTS

Follow these steps when attempting work at the Quia site.
The assignments are all found under the “Assignment Calendar.”

1) Study the chapter
To get started, study the vocabulary and grammar topics found in the chapter. View this material in the print book or the eBook (found at Quia). Take notes as you study.
2) Lecture notes and videos
After you have studied the vocabulary and grammar in the book/eBook, watch the lecture videos. The notes and video links are found at eCampus under “All Assignments here/Quia assignments.” You may also view the “Grammar Tutorials” and “Grammar movies” found at Quia under the “Practice” tab for additional instruction.

3) Workbook & Lab Manual Activities (auto-graded activities)
These activities help students acquire vocabulary, learn grammar and develop reading and writing skills. They are found under the “Assignment Calendar.” You must select “view by chapter” and the corresponding chapter to view all of them. Notice that you have three attempts. The grade for each activity is the final or third attempt.

4) Textbook Activities (graded by instructor)
Textbook activities mostly require a recording. Even if the activity includes several questions, answers to all questions will be submitted as one long recording, when a recording is required. **Only one recording can be submitted per activity.**
The activity may suggest working with a partner; however, you may not. You are to complete all work on your own without anyone’s help. The student will play both roles in the dialog. **Respond to every question in a complete sentence.**
Before attempting any recording on Quia, you must enable plug-ins or allow pop ups. If your attempt is failing to record, try a different browser and check the internet settings. **It is imperative that you play the recording back to yourself before submitting. If you cannot hear your own recording, your instructor will not be able to either.**

5) Speaking Tests (graded by instructor)
Students demonstrate their speaking proficiency in this recording. Follow the same recommendations found under “Textbook Activities” to complete this activity. If you are unable to record, try the suggestions outlined under “Textbook Activities.”

6) Chapter Exams (graded by instructor)
The tests assess language skills and familiarity with course content. Complete workbook activities, lab manual activities, Textbook activities, and speaking tests before attempting the chapter exam. Unlike other activities, you only have one attempt for the chapter exam. Open the test only when you are ready to take it. Do not start the test and abandon it. There are no make-up exams allowed in this course.

7) Midterm & Final Exams
The exams are taken at the middle and the end of the term. The format of the Midterm and Final exams is identical to that of the chapter exams.

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**WRITING ASSIGNMENTS**

These assignments are submitted and/or completed at eCampus.

**COMPOSITIONS**
In Spanish.
The student will write two compositions in Spanish. Details for writing the compositions are found at eCampus at “All assignments here/ Compositions.”

**ACADEMIC HONESTY/CHEATING**
Students in this course are expected to produce grammar forms and vocabulary learned in this specific course. You will not be graded on advanced grammar forms that you have not been taught. Students may look up words in online dictionaries; I recommend Word Reference (wordreference.com). However, use of an online translator to translate a complete sentence or getting help from a tutor/friend/family member when completing assignments is strictly prohibited; that is considered cheating.
The instructor will be proactive in investigating any suspicion of academic dishonesty. If the student is found responsible, s/he may suffer academic disciplinary action including earning a zero on an assignment or a grade of “F” for the course. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog.

**DISCUSSIONS**

In English.

Students will post their thoughts regarding two topics: “Critical Thinking” and “Culture.” Instructions for both discussions are found at eCampus under “All assignments here/ Discussions.”

**REFLECTIVE PROJECT**

In English.

The Reflective Project is a multistep project. Here are the steps:

1) Research the topic found at eCampus under “Reflective Project”
2) Write the paper
3) Share your paper with group members
4) Give feedback on your group members’ papers

5) Improve your paper based on feedback received
6) Create a PowerPoint presentation with audio
7) Submit the Peer Edit documents, Final draft, and PowerPoint at eCampus

A detailed description of these steps is found at eCampus under “All assignments here/ Reflective Project.” Complete each step by the deadline set in the course calendar.

**COURSE COMMUNICATIONS**

During the course, students will communicate with faculty using e-mail or by phone. The instructor may contact the students through other means.

**WITHDRAWAL POLICY**

If you are unable to complete this course, it is your responsibility to withdraw formally. Here is link to the policy.

**REPEATING THIS COURSE**

The Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. Here is a link to the policy.

**DCCCD OIE**

The Office of Institutional Equity ensures compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion. If you are entitled to an accommodation based on a disability, you must obtain official documentation. Please visit the Student Services website for more information.

**HARASSMENT, DISCRIMINATION AND SEXUAL MISCONDUCT**

We are committed to assuring all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment or discrimination, please visit this page for information on reporting the incident.

**CONCEALED CARRY POLICY**

Here is a link to the district policy.