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.

New Core Objectives:  
**Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication

Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions

Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making

Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities” (Texas Administrative Code)

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 meets the new THECB guidelines. The course chapters contained embedded the 5 component areas required for all foreign languages; Reading, Listening, Writing, Speaking and Culture. Each chapter contains: Class Work materials, the Computerized Lab, a Chapter Exam and an Oral Exam the average of these activities will yield the chapter’s average. The average of all 6 chapters will yield a Course Final Grade Average. This course will not have a Final Exam.

VoiceBoards on PP will operate as our Discussion Boards and will be graded after the due date to allow for everybody to participate. When and if there are any of them in a particular chapter.
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 25% as the final average by the end of Chapter 1 and 50% by the end of Chapter 2, 75% by the end of Chapter 3, etc.

Extra Credit (EC) work:
There are 2 LearnSmart (LS) Activities and a Study Guide per chapter for an undetermined number of ECs per chapter. These activities are for EC points only and they do not count in the gradebook calculations until the course has officially ended and a notice has been sent. There will also be the Syllabus form to submit as ECs. None of these activities are mandatory, they are voluntary and helpful to study the current chapter, for EC, and most importantly, they 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 semester.

All the elements that make the final grade can only be done at any location where internet is available to the student, at any time within the due dates since this is an only class. 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 or the external site at least once a day for at least 5 days per week. Students have the responsibility to participate (read the assignments, power points, watch videos, listen, etc.) through the class, read eCampus and consult with the instructor when an absence occurs.

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, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check 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

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<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 – 100</td>
<td>A</td>
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<tr>
<td>80 – 89</td>
<td>B</td>
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<td>70 – 79</td>
<td>C</td>
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<td>60 – 69</td>
<td>D</td>
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<tr>
<td>Below 59</td>
<td>F</td>
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</table>
Late Work Policy: This class does NOT accept late work. Shall there be a “virtual absence” and determined as an “Excused Absence”, the student must first demonstrate it by submitting official paperwork to that effect, and then complete the missed assignment within 10 days of the agreed extension since 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”). This course will have two important holidays in between but work will still occur.

Makeup Exam Policy: This class does not accept Makeup Work of any kind.

Communications
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 communication channels here provided. 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 these media as social networks.

“Patience is a virtue that must be exercised”. BE PATIENT, students must wait 24 to 48 hrs., for answers to questions asked through any of these mediums. When communicating with the instructor, there are different ways:

**eMail**: It is imperative that you write your class number and section in the subject line. Do not forget to greet as well as sign your email with at least your first and last names.

**DBs**: If there are generic questions regarding academic studies or operational procedures, that are not Tech Support (TS) related, post those questions on the corresponding Discussion Board “FAQs”. All inquiries will be answered 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 since a question might have been asked and answer earlier.

**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.

**BBIM**: As established on the first page of this syllabus; Office hours will be virtual. During office hours or when the instructor is online verifying class work on PP, he will also be available in BBIM. To get BBIM go to: eCampus->Tools->BlackBoard IM.
Contact the instructor through this media if both parties are online at the same time. This system requires microphone & speakers.

“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**: This may be the fastest way to get a hold of me. 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.

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 answer the Syllabus Quiz, submit the GSF on eCampus; answer the Orientation & FAQ Video and the Microphone Configuration activity on the external site.

**The withdraw date for this class is**: TBD. An amendment will be sent in a timely manner.

**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](https://www1.dcccd.edu/catalog/ss/code.cfm).*

**Institution Policies**: Please visit [http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf](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.)
## Course Calendar

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<thead>
<tr>
<th>Week</th>
<th>Study &amp; Review</th>
<th>Due Assignments</th>
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<tbody>
<tr>
<td><strong>Capítul 1</strong>&lt;br&gt;Dec 11 – 15</td>
<td>December 11:&lt;br&gt;Read the syllabus&lt;br&gt;Study lectures on eCampus&lt;br&gt;Study eBook lessons.&lt;br&gt;Study LS and Study Guide</td>
<td>Syllabus Quiz. (EC)&lt;br&gt;“Orientation &amp; FAQs” Quiz.&lt;br&gt;“Microphone Configuration” Quiz.&lt;br&gt;LS &amp; Study Guide (EC),&lt;br&gt;Dec 12: Lab Work,&lt;br&gt;Dec 13: Class Work,&lt;br&gt;Dec 14: Chapter Assessment,&lt;br&gt;Dec 15: Oral Assessment.</td>
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<td><strong>Capítul 2</strong>&lt;br&gt;Dec 16 – 20</td>
<td>December 16:&lt;br&gt;Study lectures on eCampus&lt;br&gt;Study eBook lessons.&lt;br&gt;Study LS and Study Guide</td>
<td>LS &amp; Study Guide (EC),&lt;br&gt;Dec 17: Lab Work,&lt;br&gt;Dec 18: Class Work,&lt;br&gt;Dec 19: Chapter Assessment,&lt;br&gt;Dec 20: Oral Assessment.</td>
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<tr>
<td><strong>Capítul 6</strong>&lt;br&gt;Jan 2 – 5</td>
<td>January 2:&lt;br&gt;Study lectures on eCampus&lt;br&gt;Study eBook lessons.&lt;br&gt;Study LS and Study Guide&lt;br&gt;Grading and recording.&lt;br&gt;All Assessments DONE by this date.&lt;br&gt;Extenuating Circumstances if any.</td>
<td>LS &amp; Study Guide (EC),&lt;br&gt;Jan 2: Lab Work,&lt;br&gt;Jan 3: Class Work,&lt;br&gt;Jan 4: Chapter Assessment,&lt;br&gt;Jan 5: Oral Assessment.&lt;br&gt;Finish answering the corresponding: Lab Work, Class Work, Assessment &amp; Oral Assessment.</td>
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</table>
Date: _______________________________

A no-refundable fee of $50.00 payable during the current course must be made to the cashiers at MVC. 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 1, 2018.

Applicant’s Name: ____________________________________________

Student ID #: ________________________________________________

Address: ____________________________________________________

City, State, Zip Code: __________________________________________

Telephone Number: ____________________________________________

e-mail address: ________________________________________________

Deliver receipt, application and official transcript to your Spanish Instructor or bring to:

Sigma Delta Mu
Ulises Rodriguez
Mountain View Community
W-70
Tel: (214) 860-8792
UlisesRodriguez@dcccd.edu

Submit at least four weeks prior the induction ceremony. 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.


**Membership.**

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.
3. Spanish speakers should take the SPE in the testing center and score a minimum of 45 in order to be inducted in the Honor Society.

**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.
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 upload 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: __________________________________________________________________________

Signature: _______________________________________________________________________

Name (printed): _______________________________________________________________________

Course Number and section: _____________________________________________________________________