**Term:** Fall 2019 (Harvesterm I)  
**Course:** SPAN-2311-48400  
**Course Dates:** 10/22/2019 – 12/12/2019  
**Class Location:** Online  

<table>
<thead>
<tr>
<th>Instructor:</th>
<th>Christina Fox-Ballí</th>
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</thead>
</table>
| Phone:      | 972-655-9302 (Cell phone preferred) Students can call or text the professor’s cell phone.  
972-860-7075 (Voicemail only) The office number is reserved for oral assignments. |
| Email:      | cfoxballi@dcccd.edu  
Response can be expected within 24 hours Monday – Friday. The professor checks email on Saturday morning.  
Anything after Saturday noon and on Sunday can wait until Monday. |
| Office & Office Hours: | C265 | MW 11:00 -12:00, TR 10-11, or by appointment  
Students can request an appointment by sending a text or an email. |
| Grades | Assignment and test grades are posted in the Grade Center on eCampus. Some grades must be entered manually. The professor will grade these assignments within two to three days of the deadline. The final Course Grade is posted on eConnect. |

| A&C Division: | G-Building: Room 138 | 972-860-7124 |
| Census Date or Attendance Certification | Attendance is certified on this date, October 28. Completion of START HERE Assignments is required for this attendance certification. |
| Course Drop Date: | Last Day to drop the class with a “W” is November 27, 2019. |
| Disclaimer: | The instructor reserves the right to amend this syllabus as necessary. |
| Institutional Policies: | [Eastfield College Institutional Policies](www.eastfieldcollege.edu/syllabipolicies) |
Intermediate Spanish I (SPAN 2311): Coordinating Board Academic Approval Number 1609055113

Prerequisite Required: SPAN 1412 or demonstrated competence approved by the instructor.

Course Description: This is the third semester of academic transfer Spanish. This course continues the oral practice, reading, writing, grammar and cultural studies begun in SPAN 1411. Students are expected to acquire a substantial amount of vocabulary and begin to deal with idiomatic language and more advanced syntax. (3 hrs. Lecture)

Student Learning Outcomes for SPAN 2311

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.

Required or Recommended Materials: Access to the Mind Tap Learning Platform published by Cengage. Access to Mind Tap which is an online learning platform published by Cengage for the PLAZAS (5e) textbook.

Students do not have to have the printed copy of the textbook. An ebook is on Mind Tap.

NOTE: Some students may already have access because they used Mind Tap in SPAN 1411. These students should still go through the link on eCampus and log in. Problems, call Customer Support at 1-800-354-9706.

Mind Tap: SPAN 2311 requires access to the Mind Tap platform for the PLAZAS 5e textbook. This access is purchased. Please follow the procedure below to avoid problems.

TIP: Watch the video on how to register and to purchase. The link will also be posted on eCampus in the START HERE and Mind tap for 2311 areas.

In case the link does not work, here are the basic steps:
1. Students will first log unto eCampus.
2. Click on the course name.
3. Allow Pop ups in your browser settings.
4. Look for the button “Mind Tap for 2311” in the eCampus Course Menu on the left.
5. Then use the link “SPAN 2311 Hybrid” to access the SPAN 2311 Mind Tap Course.
6. Set up an account. A free trial is available if you click on the button “Continue to Course.” The trial period is two weeks. Extra Help: Customer Support 800-354-9706 or cengage.com/start-
**Course Objectives or Student Learning Outcomes:**

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<tr>
<th>Student Learning Outcomes</th>
<th>Learn and Practice</th>
<th>Assessment</th>
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<tr>
<td>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>Vocabulary and Grammar Structure Assignments on Mind Tap Assignments completed in class</td>
<td>Forum Oral Assignment In Class Activities</td>
</tr>
<tr>
<td>Read and comprehend level-appropriate texts.</td>
<td>Mind Tap and class assignments Additional materials and links for practice on eCampus</td>
<td>Chapter test Final Exam</td>
</tr>
<tr>
<td>Write simple sentences and organize them into short paragraphs.</td>
<td>Mind Tap and class assignments Additional materials and links for practice on eCampus</td>
<td>Forum Test questions Final Exam</td>
</tr>
<tr>
<td>Demonstrate understanding of level-appropriate spoken Spanish.</td>
<td>Audio and video assignments on Mind Tap for each chapter</td>
<td>Listening comprehension questions</td>
</tr>
<tr>
<td>Identify and discuss traditions, customs and values of the Hispanic world.</td>
<td>Assignments on Mind Tap feature different countries. Students share information</td>
<td>Forums</td>
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<td>Compare and contrast the traditions, customs and values of the Hispanic world with characteristics of their own culture.</td>
<td>Assignments on Mind Tap feature different countries. Students share information</td>
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</table>

**Evaluation Procedures:** Students earn points by completing assignments.

**START HERE Assignments**
Completed in the first week (Semana 1).
SH Assignments are required for attendance certification.
No late work or make ups for these assignments.

See the START HERE Area on eCampus:
- Read syllabus and watch **Are You Ready for Online Classes.**
- Complete and submit Start Here FORM – 10 points
- Academic Honesty Forum in English – 10 points

Go to Los foros on eCampus:
- Participate in Foro SH: About Me (20 pts.). Students will introduce themselves in Spanish.

Go to the Mind Tap area on eCampus:
- Watch the Book/Cengage/Mind Tap Registration and Access.
- Set up Mind Tap Account – 10 points

50 points = 5%
| Student Progress Report | 1. Student views Student Progress Report on eConnect.  
**Progress Report Survey** (Semana 4-6) | 2. Student then check grades entered in the Grade Center on eCampus using the link in “Grades.”  
3. Student participates in the Progress Report Survey. | 1%  
10 points |
|-------------------------|---------------------------------|---------------------------------|------|
| Oral assignments (Tareas orales) | Four oral assignments completed by phone | 1. Go to “Tareas orales” on eCampus to see instructions.  
2. Prepare script and practice. | 4 X 50 points = 200  
points = 20 % |
| TO1 TO2 TO3 | Make up oral assignments (20 pts.) will be accepted Dec.11. | | |
| Forums (Los foros) No make ups, no late work. See calendar. | Discussion Board Forums (Los foros) are on eCampus.  
Four forums worth 75 points each: Foro 1, Foro 2, Foro 3, Foro 4. | Forums are only available until the deadline. No late work. | 4 X 75 = 300  
points = 30 % |
| Mind Tap assignments for each chapter on Mind Tap Assignments will have a 11:59 p.m. deadline | • Assignment grades are based on whether completed or not. Scores do not affect these grades.  
• There are online assignments for each of the six chapters covered. Each chapter is worth 50 points.  
• No late work is accepted. One low grade can be dropped.  
• Grades are posted manually after the deadline. | 200 points = 20%  
C12MT  
C13MT  
...  
C15MT | |
| Chapter Tests: C12 Test, C13 Test.... | Four written tests with reading comprehension on eCampus.  
Each chapter test is worth 50 points. | Make up Tests (40 pts.) available December 8-12 (10:00 p.m.) | 200 points = 20% |
| Final exam | Final Exam is available on eCampus December 11 in class. Students with enough points for an A do not have to take the final. | | 40 pts = 4% |
| Total | Points earned are used to determine final grade. | | 1000 points |

**Grading Scale:** The final course grade is determined by students work.  
900 points or more = 90 % or more = A  
800 – 899 points = 80-89% = B  
700-799 points = 70-79% = C 600-699 points = 60-69% = D  
590 points or lower = 59% or later = F

**Extra credit options:** On Mind Tap and campus activities.

**Late Work and Make up Policy:** Deadline are firm. No late work. Some exceptions are below.  
• Mind Tap assignments must be completed by the deadline. Otherwise, students forfeit those points. No late work or make ups for Mind Tap assignments. One of the lowest grades can be dropped. Mind Tap assignments are due by 11:59 p.m.  
• **START HERE** Assignments: No late work. No makeup work. Students lose those points.
• **Forums** must be completed by the deadline. **No late work is accepted.**

• **Chapter Tests** will be available five days before the deadline. **Makeup chapter tests** will be available December 8-12 (10:00 p.m.). Make up chapter tests are worth 40 points, not 50 points.

• **Oral assignments** are scheduled to be completed in class. See Course Calendar for the dates. Students can ONLY makeup one oral assignment on December 9. Make oral assignments are worth 20 pts. If a student misses more than one oral assignment, then they lose those points.

• **Progress Report and Survey**: Students will receive a progress student report on eConnect. Students then complete a survey on eCampus. **No late work, no makeup.**

• **Final Exam** is on the last day. **No late work, no makeup.** Some students may not have to take the final if they have enough points for an A.

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**Throughout the course the professor will be using these terms:**

- **eCampus** - eCampus is a virtual classroom in which information, instruction, some assignments, forums, chapter tests, and the final will be posted. Grades for assignments and tests will be posted in the area called "Grade Center. A link to the Grade Center is provided in the area called "Las notas" (Grades).

- **eConnect** - eConnect is an online administrative tool you use to register, to add courses, to drop courses, to see your progress report and final course grades.

- **Mind Tap** - Mind Tap is an interactive website (a learning platform) that is managed by the textbook publisher Cengage. Students must use MindTap to complete chapter assignments. Students can access the textbook, PLAZAS, on Mind Tap as an eBook. Hard copies of the textbook are available in the bookstore that include access to Mind Tap.

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**START HERE Assignments**: These assignments are an introduction to the course. They are required for attendance certification (Census Date: June 10). Therefore, the deadline is noon, June 10.

• **START HERE FORM** – 10 points - A link on eCampus to complete the form.

• **Set up a Mind Tap account** - 10 points
  Use the link on eCampus to access Mind Tap.

• **Forum on Academic Honesty in English** – 10 points

• **Foro SH is About Me forum in Spanish** - 20 points

**Class Assignments or Attendance Activities are required for a hybrid class:**

• Handouts will be given for each class session. Assignments are turned in at the end of class.

• If late or leaving early (more than ten minutes), students lose two points.

• If absent, students can download from eCampus and print the handout. Then bring the completed assignments to the next class for five points.

**Foros or Forums**: Discussion Board Forums on eCampus: Foro 1, Foro 2, Foro 3, and Foro 4.

• With the exception of Foro SH is About Me forum in Spanish, students will write about a country in the Spanish-speaking world for Foro 1, Foro 2, Foro 3, and Foro 4.

• Students research information on the chapter topics and share in the forums.
• Students should try their best to write complete and coherent sentences to answer the forum questions.
• Students must write the forum in Word and attach the file to their thread within the forum.
• Spelling, sentence structure, and punctuation are expected. Written accents, tildes on the eñe, and other symbols can be inserted or accessed with short cuts in Word.

Oral Assignments: These scheduled in class assignments are a way to demonstrate their speaking skills. Information is on eCampus. Students will share information about their country in class.

Mind Tap Assignments: The vocabulary and grammar assignments for every chapter on Mind Tap.
• Assignment grades are based on whether completed or not. Scores do not affect these grades.
• Each chapter is worth 50 points. No late work is accepted. One of the lowest grades are dropped.

Chapter Tests:
Available on eCampus during 3-5 day period ending with the deadline. If a student misses the deadline, they get a zero. Make up tests (worth ten points less) will be available later (October 10-16 2:30 p.m.).

Final exam: A comprehensive final is given on the last day (October 16 11:00 – 12:00 noon)

Attendance Policy:
• Attendance Certification is required in every course. The certification date is August 31.
• Class Attendance is required for Attendance Certification.
• Class Assignments or Attendance Activities are required for a hybrid class:
  o Handouts will be given for each class session.
  o Assignments are turned in at the end of class.
  o If late or leaving early (more than ten minutes), students lose two points.
  o If absent, students can download from eCampus and print the handout. Then bring the completed assignments to the next class for five points.
• Oral assignments are scheduled during class. If a student is absent, they miss the oral assignment. Only one oral assignment can be made up.

Classroom Expectations: Respect, civility, and responsibility
• Treat others as you would like to be treated.
• No eating during class because it is distracting for others.
• When entering the classroom after the class has started, do not walk if front of the person speaking.
• Limit bathroom breaks. They are distracting and take time from class.
• Be responsible - Come prepared for class.
  o The instructor will announce what student should prepare for the next class.
  o Bring a notebook dedicated to the Spanish and pen or pencil to every class.

Notebook: Students can choose either a binder or a spiral notebook with pockets or a pocket folder with paper.
• Be responsible – Do the work. Work frequently several times a week.
• Work for this class includes listening, reading, studying, completing assignments, taking tests.
• Use the course calendar to stay on track.
- Note problem areas to notify instructor of concerns.
- Remember that you are learning another language and about other cultures. There will be differences.

**Key terms in the syllabus and in the Course Calendar:**
- eCampus – Learning platform used by the college (Blackboard software), free with enrollment
- Semana = Week
- START HERE = Introduction to the course
- Mind Tap – Learning platform produced by the publisher Cengage for the textbook PLAZAS, access must done through the link on eCampus. Students can get a free trial, but then they must purchase access.
- Capítulo (Capítulo preliminar or CP, Capítulo 1 or C1...) = Chapter
- Foros = discussion board forums
- The discussion board forums (foros) and the oral assignments (tarea oral) are opportunities to apply skills. Information, instructions, and explanations are on eCampus in the area for the week.
- Tarea oral (TO1, TO2, TO3) = oral assignment
- CP Test, C1 Test... = Chapter tests
- Progress Reports – Midway, the professor posts Student Progress Reports on eConnect. An email is sent. Instructions are posted on eCampus.

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<tr>
<th>Week</th>
<th>Mind Tap or Class Assignments</th>
<th>Forums and oral assignments</th>
<th>Tests and exam</th>
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</table>
| Week 1: Del 22 al 27 de octubre | Go to START HERE on eCampus: Due 10/28 noon
- Watch Intro to Online Learning Video.
- Read the syllabus.
- START HERE FORM
- Set up Mind Tap using the link on eCampus. | The discussion board forums for START HERE:
- Academic Honesty (Link in the START HERE area)
- About Me (Los foros) Due Date 10/28 noon | No test or exams |

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<tr>
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<th>Forums or Oral Assignments</th>
<th>Tests or exams</th>
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</table>
| Week 2: 10/28-11/3 Semana 2: del 28 de octubre al 3 de noviembre | Capítulo 12 (C12)
- Use Mind Tap Link on eCampus
- Click on the Capítulo 6 folder and complete the assignments with a due date. Due Date 11/2 | No forum or oral assignment | Chapter test for the chapter 12 is C12Test:
- Link on eCampus in the Semana 2 area.
- Click on the C6 Test link.
- Three attempts, the highest grade counts. |
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<th>Week 3: 11/4-11/10</th>
<th>Class or Mind Tap Assignments</th>
<th>Forums or Oral Assignments</th>
<th>Tests or Exams</th>
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<tbody>
<tr>
<td>Semana 3: del 4 al 10 de noviembre</td>
<td>Capítulo 13 (C13) - Mind Tap Link on eCampus - Click on the Capítulo 13 folder and complete the assignments with the due date 11/9.</td>
<td>See Week 3 or Semana 3 on eCampus for information. <strong>Foro 1:</strong> Research on a natural wonder in the country. Due 11/10 <strong>Tarea oral 1:</strong> Students share their information in class. Due 11/10</td>
<td>Chapter test is C13 Test: - Link on eCampus in the Semana 3 area. - Click on C13 Test. - Three attempts, the highest grade counts. - Chapter test covers material vocabulary and grammar. Available 11/11-11/17</td>
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<tr>
<th>Week 4: 11/11 – 11/17</th>
<th>Class or Mind Tap Assignments</th>
<th>Forums or Oral Assignments</th>
<th>Tests or Exams</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semana 4: del 11 al 17 de noviembre</td>
<td>Capítulo 13 (C13) - Mind Tap Link on eCampus - Click on the Capítulo 13 folder and complete the assignments with the due date. Due Date 11/24</td>
<td>No discussion board or oral assignment this week. Progress Report and Survey: 1. The professor posts the progress report. 2. Students go to eConnect to see their progress report. 3. Students go to eCampus to participate in the survey in the “Las notas” area. Due 11/18.</td>
<td>Chapter test is C13 Test: - Link on eCampus in the Semana 4 area. - Click on the C14 Test link. - Three attempts, the highest grade counts. - Available 11/11-11/17 - Chapter test covers material vocabulary and grammar.</td>
</tr>
</tbody>
</table>
### Week 5:
11/18-11/24
Semana 5: Del 18 al 24 de noviembre
Capítulo 14 (C14)
Student Progress Reports on eConnect.

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<tr>
<th>Class or Mind Tap Assignments</th>
<th>Forums or Oral Assignments</th>
<th>Tests or Exams</th>
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</table>
| Capítulo 14 (C14)             | Click on “Los foros” and then the “Discussion board” to find Foro 2. **Foro 2**: Los estudiantes escriben sobre un artista. Due date 12/1 **Tarea oral 2**: Students share information in class. 12/2 | Chapter test is C14 Test:  
  - Link on eCampus in the Semana 5 area.  
  - Click on the C14 Test link.  
  - Three attempts, the highest grade counts.  
  - Chapter test covers material vocabulary and grammar. Available 11/24-12/2. |
| Mind Tap Link on eCampus      |                             |                 |
| Click on the Capítulo 14 folder and complete the assignments with the due date 12/1. |                             |                 |

#### Week 6:
11/25-12/1
Semana 6: del 25 de noviembre al 1 de diciembre
Capítulo 104 (C14)
Last day to drop with a W, Drop Date: 11/27

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| Capítulo 14 (C14)             | Click on “Los foros” and then the “Discussion board” to find Foro 2. **Foro 3**: Los estudiantes escriben sobre un museo. Due date 12/1 **Tarea oral 3**: Students share information in class. 12/2 | Chapter test is C14 Test:  
  - Link on eCampus in the Semana 6 area.  
  - Click on the C14 Test link.  
  - Three attempts, the highest grade counts.  
  - Chapter test covers material vocabulary and grammar. Available 11/24-12/2. |
| Mind Tap Link on eCampus      |                             |                 |
| Click on the Capítulo 14 folder and complete the assignments with the due date 12/1. |                             |                 |

#### Week 7:
del 2 al 8 de diciembre
Capítulo 15 (C15)

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</table>
| Capítulo 15 (C15)             |                             | Chapter test is C15 Test:  
  - Link on eCampus in the Semana 7 area.  
  - Click on the C15 Test link. |
<p>| Mind Tap Link on eCampus      |                             |                 |
| Click on the Capítulo 15 folder and complete the assignments with the due date 12/8. |                             |                 |
| <strong>Foro 4</strong>: El país – gobierno y política Due date 12/8 |                             |                 |
| <strong>Tarea oral 4</strong>: Por teléfono para <strong>el 11 de diciembre</strong>. |                             |                 |</p>
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<th>Tests or Exams</th>
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</thead>
</table>
| Week 8: del 9 al 12 de diciembre | Make up oral assignments in class Dec. 9:  
- Worth 20 points  
- Only one can be made up.  
If a student does not need to make up an oral assignment, they do not have to come to class. | Make up chapter tests in the Semana 8 area 12/9-12/12 (10 p.m.):  
- Worth up to 40 points  
- Two attempts, highest grade counts  
- Only one grade for chapter tests will count (highest). | Practice Final (extra credit) on eCampus 12/9-12/12 (10:00 p.m.).  
Final Exam in class on December 11. |

The professor reserves the right to amend this syllabus as needed.