

**South Plains College
Arts and Sciences Division
Communication Department**

**Fall 2022
SPAN1411.151 (4:3:3)
Online**

**Professor Ramos
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**Levelland Campus
Office: CM123C
806-716-2449**

Virtual Office Hours: MW 11:00 a.m. – 1:00 p.m.

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

Required Materials: *¡Arriba!*, 7th Edition, by Zayas-Bazán and others, and an access code for the online manual and other valuable information. You will need to register in MySpanishLab (MSL). To do so, please go to (webpage: <http://myspanishlab.com/>) and follow the instructions. **To register you will need to purchase an Access Code (you may do this online) and the Course ID: CRSKLSR-920998.** If you already have an access code all you will need to do is register in the course using the Course ID listed.

Course Description: This course is a 4 credit-hour course. Class time will be devoted to communicating in Spanish and using the structures and vocabulary that you have practiced. If you need help with grammar and/or vocabulary, please take advantage of the help you may get from your professor during his office hours.

Instructional Method: This course will be instructed entirely online via Pearson's MySpanishLab (<http://myspanishlab.com/>), which you will use to:

- Access Course Overview
- Access weekly assignments and assessments
- Access your exams study guide
- Access grammar explanations

Virtual Office Hours: Join Zoom. <https://southplainscollege.zoom.us/j/8276984113>
You will find the link in Blackboard in Instructor Information.

Course Objectives: The purpose of this course is formed by *ACTFL National Standards for Foreign Language Learning in the 21st Century*, focusing on the five general areas:

Communication

Communicate in Languages Other Than English

Standard 1.1: Students engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions.

Standard 1.2: Students understand and interpret written and spoken language on a variety of topics.

Standard 1.3: Students present information, concepts, and ideas to an audience of listeners or readers on a variety of topics.

Cultures

Gain Knowledge and Understanding of Other Cultures

Standard 2.1: Students demonstrate an understanding of the relationship between the practices and perspectives of the culture studied.

Standard 2.2: Students demonstrate an understanding of the relationship between the products and perspectives of the culture studied.

Connections

Connect with Other Disciplines and Acquire Information

Standard 3.1: Students reinforce and further their knowledge of other disciplines through the foreign language.

Standard 3.2: Students acquire information and recognize the distinctive viewpoints that are only available through the foreign language and its cultures.

Comparisons

Develop Insight into the Nature of Language and Culture

Standard 4.1: Students demonstrate understanding of the nature of language through comparisons of the language studied and their own.

Standard 4.2: Students demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own.

Communities

Participate in Multilingual Communities at Home & Around the World

Standard 5.1: Students use the language both within and beyond the school setting.

Standard 5.2: Students show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.

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 REQUIREMENTS AND POLICIES

Grading

The scores for all graded work are distributed as follows:

MSL Weekly Assignments (4 chapters)	4 @ 100 points	25%
Para hablar (Voice Recordings)	4 @ 25 points	15%
Taller	3 @ 36 points	15%
Chapter Exams	3 @ 100 points	25%
Final Exam	1 @ 100 points	20%

Course grades will be assigned on the basis of weighted course average:

A: 90 and above

B: 80 – 89.99

*A ‘C’ or better is required in the course to continue to the next level at SPC.

C: 70 – 79.99*

D: 60 – 69.99

F: below 60

Please Note: Grades or averages cannot be sent via e-mail or over the telephone. Grades and average will be available on Blackboard.

Communication Plan

- You must use your assigned SPC email address to communicate in this class. It is your responsibility to check messages regularly.
- Do not use your personal e-mail address or the e-mail system in MSL.
- When sending an email or leaving a voicemail, always include your full name and the course and section number.
- I only read my e-mails during my office hours.
- I will only use Blackboard to communicate to the class and post your grades. It is your responsibility to check Blackboard weekly.
- **All of your assignments, exams, etc. will be posted and due on MySpanishLab. You will NOT have any assignments, exams, etc. due on Blackboard.**

IMPORTANT: Technical issues are not an excuse for late work. You may complete your assignments, exams and assessments as soon as they become available to ensure prompt submissions or to avoid any unforeseen circumstances. All assignments will be posted and available at least a week in advance with the exception of the exams. All exams will ONLY be available from 9:00 a.m. until 11:59 p.m. on the due date.

Online Assignments: MySpanishLab (MSL) is the online platform of the course. It contains pronunciation activities, interactive vocabulary and grammar presentations and tutorials.

This computer-enhanced course offers the following advantages to you as you learn Spanish:

- Immediate feedback. The computer grades your electronic homework exercises instantly, tells you which items or activities are wrong, and helps you to learn by making suggestions on what to study before attempting the exercise again.
- The program is designed so you can attempt the exercises/activities **three** times and the average of the three attempts will be recorded.
- **Important: Chrome is the preferred browser for accessing MySpanishLab. Make sure you meet the system and software requirements. Check these requirements periodically for updates and changes.**
- In addition to the textbook there are **technological requirements such as high-speed internet access, audio and video capabilities (for watching/listening to course content), and a web camera and microphone. Please do not use your phone.**

For each activity, you will receive a grade based on the accuracy of **your performance**. You will be allowed **three (3)** attempts to complete each activity. The score will be based on the average your three attempts. Note that **spelling, punctuation, and accent marks** will signal a difference in your performance, as will proper vocabulary and sentence structure. Online activities are due at **11:59 pm**. After that time, homework will **not** be accepted. The grade recorded in the gradebook will be the average of the activities per chapter.

Note: Take the time to view the tutorials when assigned before you begin the activities. The tutorials explain the grammar points.

It is your responsibility to complete and submit your online assignments by the due dates. "I forgot," "I didn't notice" or any technical problems with your personal computer or Internet provider are not valid excuses for not presenting homework, and your online assignment grade will suffer. Homework not submitted or submitted late will be recorded as a zero.

HOW TO REGISTER WITH MSL (MYSPANISHLAB)

(<https://www.pearsonmylabandmastering.com/northamerica/mylanguage labs/>)

Step 1: Before you enroll:

- Click on **Browser Tune-up** to confirm that you meet the system's requirements. You may have to go to **Tools** and access **Internet Options** to delete cookies for MSL to work properly. You **MUST** disable pop-up blocker.
- Confirm you have the following needed to register:
 - 1) Valid email address
 - 2) Course ID: **CRSKLSR-920998**

Step 2: Enrolling in your new course:

- Click on First time users or Returned student
- Choose "I have an access code" or "need to purchase the access code". This is different from Course ID.
- Follow the prompts. Click I accept to continue
- School's zip code is 79336
- Create login name and password
- On the "My Courses" page, click on **Enroll in a Course** and enter the course ID listed above
- Confirm course and enter course now.
- Please make sure to check your time zone. Due dates are set for Central Standard Time.

Important: If you have any issues with MySpanishLab (MSL) contact 'Support'. You will find it on the top right-hand side of the MSL page. When possible, CC the e-mail to your professor as well.

Student Expectations: As an online Spanish student, you are expected to:

- Read, understand and abide by all policies and procedures outlined in this syllabus.
- Have and maintain the appropriate technology required to complete the course.
- Have access to high-speed Internet and use of supporting device-not a phone.
- Log into MSL and complete assigned activities weekly.
- Log into MSL and complete chapter exams and final exams.
- Log into Blackboard and check your grades, average and read any announcements. Announcements will not be posted on MSL.
- Expectations for time investment are nine hours per week in this course, if not more.

Maintain an online environment conducive to learning, including online etiquettes “netiquette”. To maintain civility in the online classroom, students are prohibited from making offensive remarks, using inappropriate language or discussing inappropriate topics, spamming, hacking, using SPC or Blackboard email or discussion board for commercial purposes, using all caps (considered shouting in online communications), or cyber-bullying or online harassment of any type.

Inappropriate behavior shall result in consequences ranging from a request to correct the problem, to removal from the course.

Blackboard: You will NOT have any assignments due on Blackboard. All of your assignments will be in MySpanishLab. We will only use Blackboard for grades and announcements. Be sure to access you Blackboard account weekly.

Blackboard Support: For Blackboard support you make refer to the following resources:

1. When you log into Blackboard (BB), at the very top of the page, you will see a question mark icon with the word ‘help’ next to it. Click on the icon.
2. You may also contact:
Information Systems
Ext. 2600
Direct: 806-716-2600
blackboard@southplainscollege.edu

Para hablar: These activities will be due by 11:59 p.m. on the due dates. You will be able to access the preparation at least a week in advance of the due date. You will find the rubric which will be used to assess your voice recordings in the folder titled *Para hablar Rubric* on MSL. **Suggestion: Click into the voice recording and listen to the prompts and write your responses and then record.**

IMPORTANT: MSL Voice Recordings, which requires you to record your voice, must be done without surrounding noise such as music or other people speaking in the background. In addition, if your recording indicates that someone helped you with an assignment or if you record vulgar language or you did not follow “netiquette”, you will receive a grade of zero (0) and disciplinary actions will be initiated for academic dishonesty and/or misconduct on your part.

Taller: There will be three *Taller* compositions. Follow the directives on *Antes de escribir* and *Al escribir* when writing your composition. You are not permitted to use online translators when you write your composition. The composition is 36 points; 20 points for content and 16 points for grammar. You will find the rubric which will be used to assess your compositions in the folder titled *Taller* on MSL. The *Taller* assignments are not part of the cumulative average of the weekly activities. **Suggestion: Handwrite your composition and then type it on the online activity in MSL.**

Chapter Exams: The exams will focus primarily on the content of the chapter. Each exam is timed. Once you begin the exam, you have one hour to complete it. Be sure and plan accordingly. They will be available from 9:00 a.m. until 11:59 p.m. on the due date. You will find a study guide for the exams in the folder titled *Chapter Exams* under the tab titled *Course Material* on MSL. **WARNING: You are NOT allowed to use any notes, your book, or any other materials or resources while taking the chapter exams. If any evidence is found to the contrary, you will receive a zero for the exam. You also risk being dropped from the course, and may face further disciplinary action.**

Final Written Exam: The exam will be comprehensive consisting of the information covered in chapters 1, 2, 3 and 4 and will be scheduled during the week of finals. This exam will be worth 60 points. You will find the study guide in the *Final Exams* folder. You will find this folder under the tab titled *Course Materials* on MSL. **Once you begin the exam, you will have one hour to complete it. Be sure and plan accordingly. It will be available from 9:00 a.m. until 11:59 p.m. on**

the due date: Wednesday, December 14, 2022. WARNING: You are NOT allowed to use any notes, your book, or any other materials or resources while taking the final written exam. If any evidence is found to the contrary, you will receive a zero for the exam.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an 'F' for the assignment and can result in an 'F' for the course if circumstances warrant.

Plagiarism violations include, but are not limited to, the following:

1. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
2. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them.
3. Online translators.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Taking pictures of a test, test answers, or someone else's paper.

Note: The use of online translators is not permitted in or outside of class.

Diversity Statement: In this class, the instructor will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disability Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Nondiscrimination Policy: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Vice President for Student Affairs, South Plains College -1401 College Avenue, Box 5, Levelland, TX 79336, 806-716-2360.

COVID Statement: If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens,

BSN, RN at dedens@southplainscollege.edu. A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication. Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Title IX Pregnancy Accommodations Statement: If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to you the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or email cgilster@southplainscollege.edu for assistance.

Extra Credit Policy: There will be no extra credit options in this course.

If needed, revisions to the class syllabus and/or any of the course overview may be made.