COURSE SYLLABUS

COURSE NUMBER AND TITLE:
SPAN 1311 Beginning Spanish I (online)

PREREQUISITE:
Successful completion of Student Online Learning Orientation (SOLO)

CATALOG DESCRIPTION:
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture.

INSTRUCTOR: Yanina Hernández
OFFICE: W 341
OFFICE HOURS: M – F: 11:00AM – 12:00PM
CONTACT INFORMATION (TELEPHONE AND EMAIL):
Tel: (956) 364-4645
Email: yanina.hernandez@harlingen.tstc.edu

MAJOR COURSE REQUIREMENTS:
A. Conjugate Spanish verbs.
B. Write effective sentences in Spanish.
C. Write effective paragraphs in Spanish.
D. Translate English sentences into Spanish.
E. Write dialogue using Spanish vocabulary words.
F. Accommodate cultural diversities in oral and written communication.
G. Apply active listening skills.

This course is delivered fully online through Moodle (http://mycourses.tstc.edu). A couple of days before classes begin the instructor will send an email with more information about this course. Students will be given instructions in course Moodle site to read and perform the assignments for each unit. After each unit there will be a quiz. All exams and quizzes are based on the information presented on course Moodle site and En línea (http://books.quia.com).

In each unit you will be given a lecture/demonstration and then be expected to perform the assignments for each unit. Students will complete 2 major exams (proctored), lesson’s quizzes, and various assignments that include oral, written, individual, and paired assignments. All assignments and assessment will be submitted online through the e-text and/or on the course Moodle site. All students should have access to a microphone and high speed internet connection. The language lab located in Building W-124 has the equipment necessary for students to complete the online assignments.

STUDENT LEARNING OUTCOMES:

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.

**Tentative Schedule (Subject to change by your instructor)**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic/Lecture/Event</th>
<th>Measurable Activity</th>
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| 1    | **Orientation Module**  
Introduction to Moodle Course Site, Syllabus, QUIA Registration Instructions | - Orientation Module on course Moodle site (mycourses.tstc.edu)  
- Students Introduction Module on course Moodle site: (mycourses.tstc.edu)  
**Assignments:**  
- Student Introduction  
Students will introduce to each other virtually.  
(Communication)  
- Orientation Quiz |
| 2    | **Lección 1: Hola ¿qué tal?**  
- Express greetings and time in Spanish  
- Identify cognates and evaluate similarities in English and Spanish  
- Analyze demographic and cultural information about United States and Canada. | - Review resources under Lección 1 on course Moodle site  
**Assignments:**  
- Lección 1 Quiz  
(Students will consider working on regular basis to improve their goal to accomplish) |
| 3    | - Review resources under Lección 1 on course Moodle site.  
**Assignments:**  
- Lección 1 Quiz  
(Students will consider working on regular basis to improve their goal to accomplish) | |
| 4    | **Lección 2: En la universidad**  
- Discuss and share everyday activities at school with others  
- Describe the location of people and things.  
- Analyze cultural, geographic, and economic information about Spain | - Review resources under Lección 2 on course Moodle site.  
- Watch a TV commercial and answer some questions.  
- Explain and post your answers to the class. (Communication)  
**Assignments:**  
- Lección 2 |
| 5    | - Review resources under Lección 2 on course Moodle site.  
- Respond to 1 classmate regarding discussion question.  
(Communication, Teamwork)  
- Paired assignment: Write five |
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<th>Week</th>
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<tr>
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<td>questions about student life at your school and use them to interview your partner. (Communication, Teamwork) -Discuss cultural, geographic, and economic information about Spain. (Critical Thinking)</td>
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<td><strong>Assignments:</strong></td>
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<tr>
<td></td>
<td></td>
<td>- Lección 2</td>
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<td></td>
<td><strong>Quiz</strong> <em>(Students will consider working on regular basis to improve their goal to accomplishments)</em></td>
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<td>6</td>
<td><strong>Lección 3: La familia</strong></td>
<td>- Review resources under Lección 3 on course Moodle site. -Read about the role of grandparents in Spanish speaking families and watch the short film <em>Tears and Tortillas. Explain and post your answers to the class</em> (Communication, Critical Thinking)</td>
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<td><strong>Assignments:</strong></td>
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<td></td>
<td>- Lección 3</td>
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<td>7</td>
<td></td>
<td>- Review resources under Lección 3 on course Moodle site. - Paired assignment: Take turns to ask some questions based on a family tree. (Communication, Teamwork) -Compare your classmate's posting with your and respond what you have in common. (Communication, Teamwork) -Discuss cultural and geographical information about Ecuador. (Critical Thinking)</td>
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<td><strong>Assignments:</strong></td>
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<td></td>
<td>- Lección 3</td>
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<tr>
<td>8</td>
<td><strong>Lección 4: Los pasatiempos</strong></td>
<td>- Review resources under Lección 4 on course Moodle site -Watch a TV commercial and answer some questions.</td>
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<td>Week</td>
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|      | • Analyze cultural, historical, and geographic information about Mexico.  
      | • Evaluate plagiarism and its consequences | (Communication)  
      | | - Explain and post your answers to the class. (Communication)  
      | | **Assignments:**  
      | | Lección 4  
      | | - Exam 1 (Lecciones 1-4)  
      | | opens 03/07/14 Students will identify ethical issues before taking a major test. (Personal Responsibility) |
| 9    | **Spring Break** | |
| 10   | | - Review resources under Lección 4 on course Moodle site.  
|      | | - Revise your classmate's posting and respond by giving an opinion. (Communication, Teamwork)  
|      | | - Paired assignment: Formulate some questions to find out where he/she is going and what he/she is going to do on vacation. (Communication, Teamwork)  
|      | | - Discuss cultural, historical, economic, geographic, and information about Mexico. (Critical Thinking)  
|      | | **Assignments:**  
|      | | Lección 4  
|      | | - Exam 1 (Lecciones 1-4)  
|      | | closes 03/20/14 |
| 11   | **Lección 5: Las vacaciones**  
|      | • Discuss traveling and vacation. Express seasons and weather and develop questions to interview a classmate  
|      | • Analyze uses of *ser* and *estar*  
|      | • Analyze cultural, geographic, and economic, and historical information about Puerto Rico. | - Review resources under Lección 5 on course Moodle site.  
|      | | - Watch a TV commercial and answer some questions. (Communication)  
|      | | - Explain and post your answers to the class. (Communication)  
|      | | **Assignments:**  
|      | | Lección 5 |
| 12   | | - Review resources under Lección 5 on course Moodle site.  
|      | | - Paired assignment: Take turns to ask and answer questions to illustrate the weather and temperatures in 12 cities. (Communication, Teamwork)  
<p>|      | | - Revise your classmate's posting |</p>
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<th>Week</th>
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<th>Measurable Activity</th>
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<tr>
<td>13</td>
<td>Lección 6: ¡De compras!</td>
<td>- Discuss cultural, geographic, economic, and historical information about Puerto Rico. (Critical Thinking)</td>
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<td>Assignments:</td>
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<td></td>
<td>- Lección 5</td>
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<td>Quiz (Students will consider working on regular basis to improve their goal to accomplishments)</td>
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<td>14</td>
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<td>- Review resources under Lección 6 on course Moodle site.</td>
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<td>- Watch a TV commercial and answer some questions. (Communication)</td>
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<td>- Explain and post your answers to the class. (Communication)</td>
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<td>Assignments:</td>
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<td></td>
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<td>- Lección 6</td>
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<td></td>
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<td>Quiz (Students will consider working on regular basis to improve their goal to accomplishments)</td>
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<tr>
<td>15</td>
<td>Lección 7: La rutina diaria</td>
<td>- Review resources under Lección 7 on course Moodle site.</td>
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<td>- Explain and post your answers to the class. (Communication)</td>
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<td>Assignments:</td>
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<td>- Lección 7</td>
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<td>- Exam 2 (Lecciones 4-7) opens 4/26/14 Students will identify ethical issues before</td>
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<td>Week</td>
<td>Topic/Lecture/Event</td>
<td>Measurable Activity</td>
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<tr>
<td>16</td>
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<td>taking a mayor test. (Personal Responsibility)</td>
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- Review resources under Lección 7 on course Moodle site.
- Paired assignment: Prepare and organize some questions to interview your partner. (Communication, Teamwork)
- Revise your classmate's posting and reply to one of them to give your opinion. (Communication, Teamwork)

**Assignments:**

- Lección 7

- Exam 2 (Lecciones 4-7) closes 5/02/14

**DATES TO REMEMBER:**

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<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>Jan 13</td>
<td>First day of class</td>
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<tr>
<td>Mar. 10-15</td>
<td>Spring Break</td>
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<tr>
<td>Apr. 4</td>
<td>Last day to withdraw with a “W”</td>
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<td>Apr. 18</td>
<td>Spring Holiday</td>
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<tr>
<td>May 2</td>
<td>End of semester</td>
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**REQUIRED TEXT AND MATERIALS:**

- Students will have to set up a student account on TSTC Moodle [http://mycourses.tstc.edu](http://mycourses.tstc.edu) after they have registered for this course. Please contact Online Learning Office for questions regarding TSTC Moodle (956-364-4950) located at Irma Rangel Science & Technology Building (Building W) or call Help Desk (956-364-5000)

- **EN LÍNEA. 3.0 (access code).** Students can buy it at the TSTC bookstore (Harlingen) or directly from the publisher at [www.vistahigherlearning.com/store/tstc.htm](http://www.vistahigherlearning.com/store/tstc.htm)

Depending on the students’ plans, these are two available options:

*Option 1:* 6 month access code - ISBN 978-1-61767-550-8


**Note:** If you are looking forward taking Spanish I or Spanish II, you may consider *Option 1*. If taking Spanish I and then Spanish II within a 12 month time frame, you may consider *Option 2*. Contact your instructor if you have any questions.

Students will need the access code (book key number), as well as the course code (provided on course Moodle site) to create an account at the following web site in order to start using the electronic text: [http://books.quia.com](http://books.quia.com)

- Students will need speakers or a headphone set to listen to audio and video components, and a microphone is necessary for recording activities. For best performance, we recommend you use a USB microphone for partner recording activities.

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TECHNICAL SKILLS AND SOFTWARE REQUIREMENTS:

- Internet accessibility (high speed)
- Browser – Mozilla Firefox (download for free)
- Be sure to turn off Pop-up Blocker in to ensure Moodle and the E-text works correctly.
- Students will need to turn off Pop-up Blocker to ensure Moodle and the E-text works correctly.
- Word based programs, Java, Adobe Acrobat Reader, and Flash Player. (PDF plugin for Mac computers) Adobe Reader and Flash player can be downloaded for free at (http://get.adobe.com)

For questions about Moodle (https://mycourses.tstc.edu/) contact the Online Learning Office (956-364-4950) or Help Desk via phone: 1-800-592-8784, email: tstchelpdesk@tstc.edu, or Yahoo IM: tstchelpdesk.

- On the Moodle site run the Moodle Browser check to ensure that your computer will run Moodle and course quizzes and tests properly.
- For more information on TSTC Moodle System Requirements, access the Moodle Quick Start Guide for Students on the Moodle Homepage

GRADING CRITERIA: GRADING SCALE:

- Paired Oral Assignments 10 % A 90 – 100
- Discussion Board 20 % B 80 – 89
- Homework 20 % C 70 – 79
- Quizzes 10 % D 60 – 69
- Exams: 40 % F 0 – 59

SCHOLASTIC DISHONESTY:
TSTC expects all students to engage in scholastic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity. Any student found guilty of scholastic dishonesty is subject to disciplinary action. Scholastic dishonesty includes, but is not limited to, cheating on academic work, plagiarism, and collusion. See more details in the Student Handbook, which can be located online at https://www.tstc.edu/docs/3806.pdf

GENERAL EDUCATION PROGRAM ASSESSMENT:
Assignments from this course are subject to being archived for general education assessment. Procedures will follow protocols as prescribed by the research guidelines of the Association for Institutional Research.

ACCOMMODATION STATEMENT:
If you have a documented disability which will make it difficult for you to carry out the work as the instructor has outlined, and/or if you need special accommodations due to a disability, please contact (956) 364-4520 or visit Support Services Office located in the Consolidated Student Services Center as soon as possible to make appropriate arrangements.
The Supplemental Instruction & Tutoring Program at TSTC offers free tutoring and academic support services to help you achieve your academic and career goals. You can access the most up-to-date Supplemental Instruction & Tutoring Schedule, as well as MyTSTC Video Tutor Library, by using your smartphone to scan over the QR code below or visiting our webpage at: http://www.tstc.edu/harlingenoss/situtoringprogram

For more information, please contact the Office of Student Success at 956.364.4163 or the Supplemental Instruction & Tutoring Program at 956.364.4170.

CLASS POLICIES:
Copyright Statement
The materials used in the course [textbooks, handouts, media files (podcast, MP3, Videos, RSS (Feeds), and all instructional resources on the college’s Learning Management System (Moodle)] are intended for use only by students registered and enrolled in this course and are only to be used for instructional use, activities associated with, and for the duration of the course. All materials generated for this course, which includes but are not limited to syllabi, quizzes, exams, lab problems, in-class materials, review sheets, and any additional materials. These materials may not be retained in another medium or disseminated further. They are provided in compliance with the provisions of the Teach Act. These materials may not be reproduced, displayed, modified or distributed without the express prior written permission of the copyright holder or TSTC. For further information contact your instructor.

Communicating with your instructor
Your instructor will correspond with you within your TSTC Moodle course via the News Forum, Discussion Forums, and Moodle Messaging. Although you may receive messaging notifications to your personal email account, your responses should be made within the Moodle environment by responding to the appropriate Discussion Forum post or Moodle message. It is your responsibility to check Course Discussion Forums and Messages on a daily basis. In the event that Moodle is down or if the instructor advises, you may email the instructor at: yanina.hernandez@harlingen.tstc.edu. All correspondence to the instructor at this email address must come from your TSTC student mymail.tstc.edu email address and must contain the course you are enrolled in within the email subject line.

Your instructor will make every attempt to respond to your emails within 24 hours, except on weekends and holidays. Any technical questions should be directed to the TSTC Help Desk at 1-800-592-8784, tstchelpdesk@tstc.edu or Yahoo IM: tstchelpdesk.

Furthermore, please refrain from emailing your instructor with personal problems, and/or technical issues, that are outside the instructor and/or the college's control.
**Netiquette:**
Please never email or post anything that you wouldn’t say to your reader’s face. You are expected to abide by these rules of netiquette in this course.

1. Even though you are “speaking” to someone online – think about how and what you are “saying”.
2. Pay attention to spelling and grammar. Others are reading your work: do not make it difficult for them by using poor spelling and grammar. In addition, there is no place for inappropriate language in this course.
3. Share your knowledge with others. Post to discussion boards in a timely manner. Other course members may be waiting for you so they can post replies or finish an assignment – do not make them wait until the deadline. This isn’t fair and shows that you are not setting aside appropriate time for your coursework.

**Attendance policy:**
Although attendance may not seem critical in an online course, lack of participation in the course will be considered an absence. If students log into an online course without active participation the first week of classes, they will be considered "no-show" and may be withdrawn from the course.
To keep good attendance you need to log on to the course regularly (at least three times a week) and maintain email communication with the instructor.
Be aware that, a grade must be assigned to every student enrolled in the course at the end of the semester. It is the responsibility of the student to withdraw in order to avoid any undesired grade.

**NOTES ABOUT EVALUATION:**
**Paired Oral Assignments: 10%**
Students will complete audio (oral) recordings while working in pairs (partners). A headphone set (audio and microphone) and Macromedia Flash Player are necessary for completion of oral assignments. The partner must be a fellow class member. It is highly recommended that students find a partner in advance, post their availability via email and/or the Student Café (chat room found on each Lesson at Moodle). Arrange to work online at regularly.

Assignment instructions should be read carefully: Take turns, e.g., if assignment consists of reading/recording yourself with 12 questions; start by reading 6, your partner will record response of answers; then switch roles, your partner now will ask questions (remaining 6) and you will respond. Grade credit will not be given for paired work that is completed without a partner or submitted late.

**Discussion Board: 20%**
You are required to post one original message to the current topic, as well as to reply to one of your classmate’s postings, by the deadline stated in the lesson’s due dates. Credit will not be given for messages that are posted past the deadline. The first topic is to introduce yourself. Most topics will be taken from the information on different videos in Spanish. These videos are found in En línea (e-text), in the section called En pantalla under Adelante. Students should watch the videos first in order to be prepared to participate in the Discussion Board. One topic may require writing a brief essay. This essay should be a Word document, double spaced, using Times New Roman 12 and 1-inch margins. Late work will not be accepted. More details will be posted in course Moodle site.
**Homework 20%**
Students will be asked to complete assignments at least twice a week. For homework assignments, students will be allowed up to three attempts. Your final score for an assignment will be based on your highest score attempt. Assignments are due on the day indicated before midnight (Central Time). (See each lesson overview, so you can plan ahead). Late work will not be accepted.

**Quizzes 10%**
Students will take an orientation quiz and a quiz after completing each lesson (except Lesson 4 and 7). Each quiz (except the orientation quiz) includes material from the different sections presented in that lesson. Quizzes will be only available three days in the course Moodle site and you can attempt it only once. Quizzes will be timed and graded. You will have 20 minutes to take each quiz. The instructor will correct the quiz within 48 hours (excluding weekends). Absolutely no make-up quizzes will be given.

**Exams 40%**
Exam 1 is worth 20% and will cover from Lesson 1 through 4; Exam 2 is also worth 20% and will cover from Lesson 5 through 7. Each exam will cover the following sections: listening, vocabulary, grammar, reading, writing, and culture. Both exams are proctored. These are password protected, must be scheduled with the TSTC Testing Center, and must be taken in a proctored setting in the week available.

You must register in advance for your proctored exams at: [https://secure.harlingen.tstc.edu/workshop/](https://secure.harlingen.tstc.edu/workshop/). **Walk-ins are not allowed!** A video on how to register can be found at: [http://www.tstc.edu/harlingenol/onlinestudentsupport](http://www.tstc.edu/harlingenol/onlinestudentsupport). Testing hours and policies can be found at: [http://www.tstc.edu/harlingenol/ProctoredTesting](http://www.tstc.edu/harlingenol/ProctoredTesting). Please access this site before reporting for your first proctored exam as there is information that you will need to know. If you reside out of the area and need to set up proctored testing arrangements call the Online Learning Office at least 2 weeks before the test date to ensure that all necessary paperwork is faxed to and from the approved proctored testing site.

As stated in the Online Learning Student Procter Exam Agreement, no open books, notes, cell phones, extra internet windows, open purses or backpacks, or breaks are permitted during proctored exams. A student caught in this behavior will be instructed to stop the exam and the incident reported to the instructor. This will result in a grade of zero for the exam. Absolutely no make-up exams will be given.

Technical issues will occur, but they are not an excuse for late assignments or missing assignments. Students are expected to manage their time so that minor delays due to technical problems do not result in missing deadlines. Students are expected to contact TSTC Technical Support Portal if they experience technical problems: [http://www.tstc.edu/harlingenhelp/helpdesk](http://www.tstc.edu/harlingenhelp/helpdesk).

**NOTE:** Any changes to this syllabus will be provided in writing to the student and updated on all posted locations (HB 2504, course Moodle sites, building offices, etc.).

*Last Update: January 21, 2014*