

Germanna Community College
Course Outline for
SPA 101 Beginning Spanish I
(Fall 2010) SPA 101. Sec 201.

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1. **Course Description.** Introduces understanding, speaking, reading, and writing skills and emphasizes basic Spanish sentence structure. May include an additional hour of oral drill and practice per week. Part I of II. Lecture 4-5 hours per week. May include one additional hour of oral practice per week. 4 credit hours.

2. **Introduction.** This course is specifically intended for those students who have no previous experience with the Spanish language. The fundamentals of grammar will be presented. You will be expected to participate orally in class and to interact meaningfully with your teacher and classmates in Spanish.

3. Learning Outcomes.

Listening: Understand short conversations and responses to your questions. You may need to ask for repetition or a slower rate of speed for comprehension.

Speaking: Carry on a simple conversation; talk about yourself and others in some areas of daily life. The student will exhibit strong interference from the native language. Speech may be disconnected but understandable to someone with experience dealing with non-native speakers.

Reading: Read simple documents such as signs, menus, timetables and ads.

Writing: Write information on simple forms and documents, write autobiographical information and short lists. This course will help you acquire cultural awareness and sensitivity, an essential tool for communication in any language.

4. **Course Content.** The course content will be carried out by a series of online and classroom exercises. Students will cover from Lección Preliminar through Lección 5 of the text. MySpanishlab plays an important role in your learning and can be optimized by proper usage. **Good preparation is the basis for success.** Specific homework is assigned to help to prepare or practice, but you should not limit yourself to completing assignments. Students are required to complete some exercises with their classmates outside of class and are encouraged to visit the computer labs to do online assignments if they do not have a home computer.

5. Academic Evaluation.

- A. Class Participation and presentations 20 %
- B. Quizzes and Homework 35 %
- C. Midterm Exam 25 %
- D. Final Exam 20 %

E. Clarification of grading procedures:

1. 90 -100 = A; 80 -89 = B; 70 -79 = C; 60 - 69 = D; >60 = F
2. Participation. Coming to class is not sufficient. Be prepared to answer and questioning other peers beside the teacher.
3. Quizzes: students will take approximately one online quiz per chapter during the semester. They will add the points toward their final grade.
4. Midterm and Final. The midterm test will cover Lección Preliminar through 3. The final exam will focus on the last Lecciones through Chapter 5 but will be cumulative over material presented during the entire semester.
5. Final exam is oral and written, missing one of them is missing all of them. Only students with less than 70% achieved on the class will take the written exam .
6. Extra Work will be discussed with the instructor before a grade be granted.
7. *In order to pass the entire semester the final exam should be at least a Passing Grade. In order to receive an "A" in the course the final exam should be an "A".*

6. Required textbooks / Course materials:

- A. *Mosaicos*. Fifth Edition (Prentice Hall) Chapters Preliminary-5
- B. *MySpanishlab online and workbook* (Prentice Hall) Course Code CRSCDGV-1001626
- C. Headphone with microphone.

7. Attendance Standards: *Class attendance is an integral part of a sound academic program for most classes at Germanna. However, alternate teaching techniques, which may not require class attendance, may also be a part of a sound academic program. Germanna students are expected to be present and on time at all regularly scheduled classes and laboratory meetings. When a faculty member determines that a student has not met the class attendance requirements in the course outline, which will usually conform to the statement at the end of this Standard, the faculty member may submit a Drop/Add Form, showing the last date of attendance by the student, to the Admissions and Records Office. A grade of "W" will be recorded for all withdrawals, whether initiated by the student or by the faculty member through the published "Last Day to Withdraw Without Academic Penalty." Students withdrawn after the withdrawal deadline will receive a grade of "F" except under mitigating circumstances, which must be documented by the student and approved by the Dean of Instruction.*

<i>If class meeting times during the week are:</i>	<i>Absences permitted are:</i>
1	2
2	4
3	6
4	8

8. Student Conduct. In order to achieve the best learning environment possible in this class, students are expected to adhere to the highest behavioral standards. No form of disruptive behavior will be tolerated in this course. Disruptive behavior can be defined as behavior that interferes with the teaching and the learning process. Types of behavior that is considered disruptive include: arriving to class late, talking during lectures, cell phone ringing or use during class, sleeping in class, speaking rudely during class or arguing with others in class. More than three incidents of disruptive behavior will result in a grade of zero participation in your overall grade.

9. Make-up or Missed work. There will be NO MAKE UP OF ANY WORK MISSED IN CLASS WITHOUT HAVING MADE PRIOR ARRANGEMENTS WITH THE INSTRUCTOR. Valid reasons for making up missed work are: being admitted to the hospital, severe illness, or death in the family. ***Having to go to work is not a valid excuse.*** Making up work in excused situations would be allowed, but only if the student notifies the instructor ***prior*** to the administration of the test.

Homework is due the following class period it is assigned unless otherwise specified by your instructor. If the student is absent on an assignment due date, it is his/her responsibility to get it to the instructor on the due date regardless of the absenteeism unless previous arrangements have been made with the instructor. It can be submitted electronically or dropped off in the instructor inbox. Late work will not be accepted, and, online-homework that is not received before the class due date will count as a zero. In addition, all work must be legible. Students should use legible handwriting or type their work. If work is not legible, the student will receive a zero.

10. Academic Honesty. *The faculty of Germanna Community College recognizes that academic honesty is an integral factor in developing and sharing knowledge. We support the concept of academic honesty, practice academic honesty in our classes, and require academic honesty from our students. GCC students are expected to maintain complete honesty and integrity in the completion and presentation of all academic assignments and examinations. Any student found guilty of cheating, plagiarism, or other dishonorable acts in academic work is subject to College disciplinary action. Academic dishonesty is cheating and stealing. Academic dishonesty includes, but is not limited to:*

- *Intentionally using material verbatim from a source without giving credit.*
- *Rewriting material from a source without giving credit.*
- *Using information from an Internet source without giving credit.*
- *Submitting the work of another person as your own work.*
- *Using/copying another student's computer disk.,*
- *Copying from another person's paper/test/homework.*
- *Allowing someone else to copy/use your work (paper, homework, quiz, test).*
- *Violating VCCS Computer Ethics Guidelines in the pursuit of academic studies.*

When a student has been found to have been academically dishonest, College penalties are outlined on page 135-136 in the 2009–2011 Germanna Community Catalog and Student Handbook; the Catalog and Student Handbook are available at www.germannna.edu as well.

For this Spanish 101 course the student will receive a zero on any assignment that in which the student has not been honest.

11. Course Withdrawal Policy: *Withdrawal from a course without academic penalty may be made within the first 60% of the course. The student will receive a grade of "W" for withdrawal. After that time, the student will receive a grade of "F". Exceptions to this policy may be considered under mitigating circumstances which must be documented and submitted to the appropriate Dean of Instruction for review and consideration. The last day to withdraw from full semester courses without academic penalty is October 25th.*

12. Emails and Internet Access. Students, faculty, and staff of Germanna Community College must use GCC email for all official College communications. This includes course related communications between students and faculty. If you need help accessing your student email account please visit the ACC on campus.

13. Blackboard & MySpanishLab Assistance. To receive more information on how to use Blackboard, please click on the Blackboard tab at the top of the homepage. For further assistance, please contact the ACC on campus or visit Distance Learning online <http://www.germannna.edu/dl/?menuchoice=DL%20Home>. For more information and help with MySpanishlab visit Blackboard for details of 24 hour help with the software.

14. Special Accommodations. Students with a disability who need accommodations while enrolled in this course should contact the Coordinator of Disability Services in the Counseling Center, (FAC, room 201 or 540-891-3021; LGC- room 205 or 540-423-9123).

15. Student Resources. Students have a number of College resources available to assist them in achieving the learning in a particular course or program. Students are encouraged to utilize the services of the Academic Computing Center (e.g., computers to produce papers, essays). Tutoring Centers provide free assistance as staffing provides in many disciplines, including online tutoring through SmartThinking which is available 24-7. Testing Centers provide services to students in online, hybrid, and face-to-face courses as faculty and course requirements find necessary. Libraries at the Locust Grove and Fredericksburg Area Campuses, as well as the Daniel Technology Center provide print and media resources to encourage student learning. Interlibrary loan services are also available at all sites, including the Stafford Center and others course locations. Students are encouraged to visit each of these facilities to learn more about the services that are available. If additional information is needed, students should visit Counseling or the Dean's office for assistance.

16. Emergency and Inclement Weather. Emergency procedures are posted in individual classrooms. Students must familiarize themselves with the procedures to be followed, and the escape routes to be followed when necessary. Faculty will go through the classroom emergency procedures during the first class meeting and students are to record these procedures in their class notes. Faculty who choose to do so may provide written instructions within the first two class meetings. **Visit online for an update of radio stations announcements**
http://www.germann.edu/pres_office/weather.asp?menuchoice=Weather%20Updates

In the event that class is canceled due to school being closed or the teacher canceling the class, students will still be responsible for checking the Announcements section of Blackboard & MySpanishLab for any make up and homework assignments due.

Important Dates:

August 25th	Last day to add a class & last date to change from audit to credit
September 2nd	Last day to drop with refund
October 25 th	Last date to withdraw from class
Dec. 11th	Classes end
Dec 14 th	Final Exam 8:00AM-10:30AM

Tentative Course Schedule

Spanish 101.201 –Rosado / Lechuga

Agosto

19 Introducción. Cap. Preliminar
24 Capítulo Preliminar
26 Capítulo Preliminar.
31 Capítulo Preliminar.

Septiembre

02 Capítulo Preliminar.
07 Capítulo 1.
09 Capítulo 1.
14 Capítulo 1. Prueba # 1
16 Capítulo 1.
21 Capítulo 1. Presentation #1
23 Capítulo 2.
28 Capítulo 2. Composition #1
30 Capítulo 2.

Octubre

05 Capítulo 2. Prueba # 2
07 Capítulo 2.
12 Capítulo 3. Presentation #2
14 Capítulo 3.
19 Capítulo 3.
21 Capítulo 3. Midterm Exam
26 Capítulo 3.
28 Capítulo 4. Composition #2

Noviembre

02 Capítulo 4.
04 Capítulo 4.
09 Capítulo 4.
11 Capítulo 4. Presentation #3
16 Capítulo 5.
18 Capítulo 5. Prueba # 3
23 Capítulo 5
30 Capítulo 5. Composition #3

Diciembre

02 Capítulo 5.
07 Capítulo 5.
09 Oral Skits y Repaso para examen
14 EXAMEN FINAL

Note: Dates indicated on syllabus are subject to change. It is the student's responsibility to be prepared for the class with the specific material. For MySpanishlab assignment due dates visit the system.

