

*Department of Modern Languages*  
*University of Akron*

**Beginning Spanish 102**

**Spanish 3580:102:** \_\_\_\_\_, **Class Number** \_\_\_\_\_

**Course information:**

Class meeting times: \_\_\_\_\_

Instructor: \_\_\_\_\_

Location: \_\_\_\_\_

Office hours: \_\_\_\_\_

**Contact information:**

Office tel. \_\_\_\_\_

E-mail: \_\_\_\_\_

Modern Languages Department: OLIN 304, Tel. 330-972-7486, Fax: 330-972-6908

Coordinator of Spanish 101: Prof. Paul Toth, OLIN 308, Tel. 330-972-5808, e-mail: toth@uakron.edu

**Texts:** *Dos Mundos en Breve 2<sup>nd</sup> Edition* and *Cuaderno de Trabajo: Dos Mundos en Breve* by Terrell, Andrade, Egasse, and Muñoz. Note: You may purchase a used copy of the *Dos Mundos 5<sup>th</sup> Edition* text for this course. It has all of the chapters we will be covering, as well as some we will not. DO NOT purchase the older *Dos Mundos en Breve 1<sup>st</sup> Edition* or *Dos Mundos 4<sup>th</sup> Edition* for this course.

**Placement:** This is a second-semester beginning course for students who have not studied Spanish before or have had up to two years of high school Spanish. If you have had more than two years of high school Spanish you should take the placement test at the Testing and Counseling Center, Simmons Hall 304 (tel. x7084). The level you should start at is determined by the results of this test together with the amount of previous study and how well you did before. If you're not sure whether this is the right course for you, consult your advisor, your instructor, or Prof. Paul Toth (the coordinator of all 102 sections) in the Modern Languages Department, Olin 304. If you are placed into a higher level course, and receive a grade of C or better in that course, you can receive credit for the courses by-passed. Get a petition from the Modern Languages Department after you complete the course you are placed into.

**Grade and credit:** Register and pay your university tuition on time. Students who fail to do either will not be listed on the official class roster and are not allowed to attend class. They will receive no grade or credit. This course can be taken for a grade or on a credit/no-credit basis. Under this option credit is given only for a grade of C- or better. The change to or from CR/NCR is by drop/add procedure and can only be done during the first week of class. If you are considering a major or minor in Spanish, however, do not elect the CR/NCR option.

**Objectives:** The course is designed to teach you

- to understand Spanish in predictable contexts, on familiar topics, as spoken by native speakers;
- to speak about personal interests and experiences, describe and narrate in the present tense and past, talk about future plans, meet everyday social demands and perform basic functions in a Spanish-speaking environment;
- to write short compositions and informal letters;
- to develop strategies for reading and understanding authentic texts in Spanish;
- to develop an awareness of the culture of Spanish-speaking people which provides the context for a correct understanding of the language.

**Method:** New material will be presented and practiced in class through questions and answers and other speaking activities in Spanish. Listening comprehension will be practiced using visuals, gestures, and video segments as aids to comprehension. In order to develop understanding of the spoken language, the class will be conducted primarily

in Spanish. You are not expected to understand every word the teacher says. Concentrate on being able to follow what's happening. The study of grammar and reading and writing exercises will be done mainly as homework.

**Testing:** There will be three quizzes, two tests and a final exam as indicated on the syllabus. The final exam will be cumulative. Quizzes, tests and the final exam include oral questions to which you respond in writing. They are all based on class work and homework. There will also be three oral tests called *charlas*. The first two are role play activities on an assigned topic, prepared in advance and done in class. The third is an oral interview, given individually and scheduled by appointment. It consists essentially of questions and answers practiced in class.

**Homework:** For each lesson, exercises in the workbook (*Cuaderno de trabajo*) and grammar exercises in the textbook will be assigned. These are to be completed and then corrected by you using the answer keys in the back of the both books. In many cases the questions are open-ended and you must provide your own original answer. At the end of each chapter, the textbook and workbook exercises will be handed in together. Full credit will only be given for work that is turned in on time, complete, and properly corrected. **AT LEAST TEN PERCENT** of your grade for the combined workbook and textbook assignments will be deducted for EACH exercise that is not properly completed. Any homework handed in after the chapter is finished will not be accepted. Other assignments may be given at different times during the semester from the textbook or other sources. You are expected to do the homework individually unless otherwise stated. Copying homework or working with others is not acceptable.

**Listening Exercises:** In order to complete the *Cuaderno de trabajo*, you must listen to the audio recordings that correspond to the exercises. This can be done in a number of ways. The least expensive option is to go to Language Resource Center in Olin 375 during its hours of operation, sign out the tape you need, and do the work there. Alternatively, you could bring a 90-minute cassette (only one at a time please) to the lab or department office, and two lessons will be copied for you. Tape copies may also be purchased from the New Media Center in the basement of Bierce Library. Finally, the bookstore has a limited supply of the complete audio recordings for your text available for purchase on CD.

**Participation:** The QUANTITY AND QUALITY of your class participation for this course will be graded. Starting with Chapter 1, your instructor will assign you a daily participation grade, and at the end of each chapter, you will receive a slip of paper with feedback on your performance and a grade for that time period. Your grade is based on what you say and do in class, not on the teacher's opinion of your aptitude or effort. It is *your* responsibility to demonstrate daily preparation for class through voluntary participation. The factors that affect your grade include:

- positive contributions to class
- regular use of new vocabulary and grammar
- grammatically and phonetically correct answers
- frequency of volunteering in class
- use of the target language in the classroom
- attendance

Your teacher will explain further details of his or her grading criteria on the first day of class. Note that if you come to class and do not volunteer, you will earn an "F" for the day. (See grade descriptions below.)

<u>Grade</u>	<u>Percent</u>	<u>Description</u>
A+ =	97-100	EXCELLENT
A =	93-96	
A- =	90-92	VERY GOOD, with minor weaknesses in either quantity or quality
B+ =	87-89	VERY GOOD, with some areas for improvement in either quantity or quality, or perhaps minor weaknesses in both
B =	83-86	GOOD, but with areas for improvement in both quantity and quality
B- =	80-82	GOOD, but with areas for improvement in both quantity and quality, one of which may need significant attention
C+ =	77-79	ACCEPTABLE, but both quantity and quality need significant attention, one perhaps less so than the other
C =	73-76	ACCEPTABLE, but both quantity and quality need significant attention

C-	=	70-72	MARGINALLY ACCEPTABLE, participation crosses the threshold of minimum expectations (volunteering at least three times in class with some evidence of preparation)
D+	=	67-69	PASSING, but POOR. Participation only meets very
D	=	63-66	minimum expectations (volunteering at least three times in
D-	=	60-62	class with little evidence of preparation)
F	=	59 or less	FAILING; No participation at all. If level of participation were continued throughout the semester, the student would not be prepared to continue on to the next level.
zero	=		ABSENT beyond the allowed limit, with no advance notice or documentation of emergency given; credit not earned for participation.

**Attendance:** Attendance is required. You are allowed only one week's worth of absences for the course. After that, you will lose three percentage points from your final semester grade for each class missed, and your participation grade for the day will be zero. If a serious emergency requires you to miss more than the limit, this must be documented, and exemption from the grade penalty is at the discretion of your instructor. If you miss more than three weeks of class, you are advised to drop the course, since you will have missed more than 20% of its content. Make-ups for missed tests and quizzes are allowed only if you give advance notice and a documented excuse. No student is permitted to retake a test. No individual extra credit work will be counted.

**Extra help:** Your instructor is available for a reasonable amount of individual help outside of class. For additional help, tutoring is provided by the Department of Developmental Programs in Carroll Hall 210. Consult your instructor for suggestions on how the tutor might best help you. Also do not delay in seeking help; it takes some time to set up the tutoring. The Language Resource Center has computerized tutorials and other resources. The grammar tutorial for *Dos mundos* can be copied to use at home. A vocabulary tape is available so you can hear the vocabulary list in each chapter. The bookstore has the multimedia *Dos mundos* CD-ROM and the *Book on Tape*, a cassette with recordings of all the readings in the text. One of the most effective ways of getting help is to study with other students in your class.

**Incompletes and Withdrawals:** A grade of Incomplete will only be given if you have finished at least 75% of the course work with a passing grade and sign the Incomplete Documentation form as required by the College of Arts and Sciences. You are allowed to drop up to mid-term without your instructor's permission but you should consult with him or her before making that decision. Withdrawals between mid-term and the end of the 12th week of class require the instructor's signature. No withdrawals are possible after the 12th week.

**Appeal Process:** If you find yourself in a situation where you disagree with your instructor about one of these policies, it is very important to follow these steps, in the order given:

1. Discuss with your instructor the nature of your concern. This is where 99% of any disagreements are resolved, so give this your full attention and cooperation.
2. If, after talking to your instructor, you feel that the situation has not been resolved, you should then talk to the course coordinator, Professor Paul Toth, 330-972-5808. He will affirm that the instructor has had the opportunity to discuss your situation with you before working on a solution. This is where virtually all remaining conflicts will be resolved.
3. In the highly unusual case that you are still not satisfied, the next step is to contact the Spanish Section Chair, Prof. Alejandra Zanetta, 330-972-5872, followed by the Modern Language Department Chair if you still feel your case has not been heard properly. Again, the Section Chair and Department Chairs will ensure that both the instructor and course coordinator have discussed your situation with you before proceeding with your complaint.

**Department Web Page:** Students should consult the department's web page <<http://www3.uakron.edu/modlang>> for further information about this course, our academic programs, and departmental policies: (e.g., Appeal Process, Academic Dishonesty, etc.)

**Grading:** The following scale will apply to numerical (percentage) grades:

A	100-93	B	83-86	C	73-76	D	63-66
A-	92-90	B-	82-80	C-	72-70	D-	62-60
B+	87-89	C+	77-79	D+	67-69	F	below 60

The following grade categories and weights will be used to determine your final grade:

- 15% for quizzes: 3 @ 50 pts. each = 150 pts. total
- 15% for tests 2 @ 75 pts. each = 150 pts. total
- 10% for the final exam = 100 pts.
- 15% for 3 charlas @ 50 pts. each = 150 pts. total
- 20% for homework and other written assignments
- 25% for 5 class participation grades @ 50 pts. each = 250 pts. total

### SPRING 2005 Calendar

Week	Starting	Mon. (or Mon.)	Tue. Wed.	Wed. Thu.	Fri. Fri.)
1	Jan. 17	<i>No class MLK Day</i>	<i>Intro</i>	Ch. 6	Ch. 6 (last day to add new classes w/o permission)
2	Jan. 24	Ch. 6	Ch. 6	Ch. 6	Ch. 6 (last day to drop classes w/o permission)
3	Jan.31	Ch. 6	Ch. 6	<i>Quiz 1</i>	Ch. 7
4	Feb. 7	Ch. 7	Ch. 7	Ch. 7	Ch. 7
5	Feb. 14	Ch. 7	Ch. 7	Ch. 7	<b>Test 1</b>
6	Feb. 21	Ch. 8	Ch. 8	<i>Charla 1</i>	Ch. 8
7	Feb. 28	Ch. 8	Ch. 8	Ch. 8	Ch. 8
8	Mar. 7	Ch. 8	<i>Quiz 2</i>	Ch. 9	Ch. 9 (last day for withdrawal w/o permission)
9	Mar. 14	Ch. 9	Ch. 9	Ch. 9	Ch. 9
10	Mar. 21	Ch. 9	Ch. 9	<b>Test 2</b>	Ch. 10
	Mar. 28	<i>Spring Break</i>			
11	Apr. 4	Ch. 10	Ch. 10	Ch. 10	Ch. 10
12	Apr.11	Ch. 10	<i>Charla 2</i>	Ch. 10	Ch. 10 (last day for withdrawals)
13	Apr. 18	<i>Quiz 3</i>	Ch. 11	Ch. 11	Ch. 11
14	Apr. 25	Ch. 11	Ch. 11	Ch. 11	Ch. 11
15	May 2	Ch. 11	Ch. 11	<i>Charla 3</i>	<i>Review</i>

#### PLEASE NOTE:

- **Final exam** (day classes): Tuesday, May 10, 8:00-9:55 a.m.
- Classes meeting two days a week do Mon. and Tue. lessons the first day and Wed. and Fri. lessons the second day.