

**SPN 123E: Elementary Spanish for Educators**  
**Dept. of Foreign Languages**  
**Elon University**  
**Fall 2009**

<p><b>Prof. April Post</b></p> <p><b>Office Phone:</b> X5621  <b>CB</b> 2125  <b>Email:</b> <a href="mailto:apost@elon.edu">apost@elon.edu</a>  <b>Website:</b> <a href="http://facstaff.elon.edu/apost">http://facstaff.elon.edu/apost</a>  <b>Grades website:</b>  <a href="http://facstaff.elon.edu/apost/gradesonline/">http://facstaff.elon.edu/apost/gradesonline/</a></p>	<p><b>Office:</b> Carlton 318  <b>Office Hours:</b>          MW 4:00-5:00 p.m.          and by appointment</p> <p><b>Class meeting information:</b>  <b>Sec. A</b> MW 1:40-3:20 PM  <b>Class location:</b> MOON 304</p>	<p>Consult the <b>Blackboard website</b> for this course frequently. You are responsible for accessing and printing out material available there, including the syllabus, attendance policy and assignment sheet if you are absent.</p>
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**Texts and other materials:**

Required:

- Thuro, Barbara. A Bilingual Dictionary of School Terminology. Fallbrook: Ammie Enterprises, 2001. ISBN: 0-932825-00-1
- Díaz, José M. and María F. Nadel. McGraw Hill's Spanish for Educators. New York: The McGraw-Hill Companies, Inc., 2006. ISBN: 978-0-07-146491-8

Recommended:

- Thuro, Barbara. Reporting to Parents in English and Spanish. Fallbrook: Ammie Enterprises, 2000. ISBN: 0-932825-03-6
- A **good** Spanish-English, English-Spanish dictionary. (Oxford, Simon and Schuster, Harper Collins). A very good online dictionary is [www.wordreferece.com](http://www.wordreferece.com) if you choose not to purchase one.

**Course Description, Goals and Objectives**

**Description:** (from the 2008-2009 Elon University Catalog) "This course continues development of basic reading, writing, speaking, and listening skills, and can substitute for SPN 122 to complete the language proficiency requirement. The cultural topics and vocabulary studied in this class are intended to help future and current teachers communicate with their Spanish-speaking parents and students. Students in this course will practice their Spanish in the community. Proficiency goal on the ACTFL scale: Intermediate-Low. Prerequisite: SPN 120 or 121 or placement at this level."

ACTFL Description of Intermediate-Low: "Speakers at the Intermediate-Low level are able to handle successfully a limited number of uncomplicated communicative tasks by creating with the language in straightforward social situations. Conversation is restricted to some of the concrete exchanges and predictable topics necessary for survival in the target language culture. These topics relate to basic personal information covering, for example, self and family, some daily activities and personal preferences, as well as to some immediate needs, such as ordering food and making simple purchases. At the Intermediate-Low level, speakers are primarily reactive and struggle to answer direct questions or requests for information, but they are also able to ask a few appropriate questions.

Intermediate-Low speakers express personal meaning by combining and recombining into short statements what they know and what they hear from their interlocutors. Their utterances are often filled with hesitancy and inaccuracies as they search for appropriate linguistic forms and vocabulary while attempting to give form to the message. Their speech is characterized by frequent pauses, ineffective reformulations and self-corrections. Their pronunciation, vocabulary and syntax are strongly influenced by their first language but, in spite of frequent misunderstandings that require repetition or rephrasing, Intermediate-Low speakers can generally be understood by sympathetic interlocutors, particularly by those accustomed to dealing with non-natives."

**Goals:** The four basic language courses (SPN 121, 122(123), 221, 222) are designed to progressively enable you to communicate effectively with native speakers by developing each of the four language skills (listening, speaking, reading and writing), while also providing you with opportunities to learn about the cultures of the Spanish-speaking world. Increased emphasis has been gradually given to reading and writing strategies.

**Specific Course Objectives:** By the end of the course, the successful student will be able to do the following:

1. Have basic conversations with Spanish-speaking students and parents about background, personal information, enrolling in school, classroom behavior, academic progress, and medical problems.
2. Describe various aspects of Hispanic culture.
3. Talk about events in the present, past and future.
4. Tell students what to do.
5. Present short dialogues or descriptions in Spanish.
6. Write short simple compositions in Spanish.
7. Understand some of the accommodations English as a Second Language (ESL) students require through working with the Hispanic community.
8. Produce with some accuracy the basic sounds of Spanish and understand the important role correct pronunciation plays in communication.

## **Explanation of Course Components**

**Oral work (10% of final grade):** Oral work will be evaluated based on content, grammatical accuracy, vocabulary, and pronunciation. It will consist of group work, dialogs, and individual and small group presentations. The best presentations will engage your fellow students. A single note card is fine, but reading from a prepared text earns a grade no higher than C.

### **For an A (Superior)**

- Superb fluency, i.e. the capacity to speak fluidly and naturally, without sounding rehearsed.
- Superb linguistic complexity, within the limits of structures learned thus far.
- Grammar and syntax problems, if evident, do not impede comprehension.
- Content or “main message” is readily communicated and is above and beyond the requirements of the assignment.

### **For a B (Good, Above Average)**

- Fluency well above average.
- Above-average linguistic complexity.
- Grammar and syntax problems do not impede comprehension more than once or twice.
- Content or “main message” is readily communicated and meets the requirements of the assignment.

### **For a C (Average; Meets Basic Expectations for This Point in Semester)**

- Average fluency.
- Average linguistic complexity.
- Grammar and syntax problems impede comprehension a handful of times, but overall the presentation is comprehensible.
- Content or “main message” is communicated with some difficulty and is missing some basic requirements of the assignment.

### **For a D (Deficient) or F (Failing)**

- Fluency is below average to poor.
- Below average to poor linguistic complexity.
- Grammar and syntax problems impede comprehension frequently.
- Content or “main message” is not well communicated and does not meet the requirements of the assignment.

**Initial chat:** Within the first 3 weeks of class (by Fri. Sept. 25th), each student needs to come to my office in Carlton 318 for an initial meeting. During this meeting I can begin to know you, find out what you hope to attain in the course, and gain an idea of the strengths/weaknesses of individuals and the class as a whole. The meeting will take about 8 minutes. We will chat in Spanish during the first part of the meeting and at the end we will talk a few minutes in English about your personal goals for the course. Signup sheets will be passed around the first day of class and will then be posted outside my door if you need to make changes.

**Portfolio (30% of final grade):** Students will keep a portfolio throughout the course in which they will include various assignments related to meeting specific course objectives. All writing assignments must be turned in as a Word document and will be graded for content, grammatical accuracy, and vocabulary. Specific assignments will be given weekly. A rubric can be found on Blackboard.

**Mini-pruebas (10% of final grade):** *Mini-pruebas*, both announced and unannounced if necessary, will be given throughout the semester to check your comprehension of the material we are studying. They are a tool to help you and me gauge how well you are learning the material and help you stay on track.

**Pruebas (3 tests, equal value each) (20% of final grade):** Three chapter tests (*pruebas*) will evaluate your comprehension of cultural content and your ability to produce and use accurately the vocabulary and structures that have been covered.

**Final written and oral exams (20% of final grade):** The final exam is cumulative and will test your achievement of the course goals and objectives. It includes an oral exam conducted during the final week of classes, as well as listening comprehension and a written exam to test your semantic (i.e. vocabulary), syntactic (i.e. grammar) and cultural knowledge.

**Class participation and preparation (10% of final grade):** Studies consistently show that students who participate actively learn best. Good participation is characterized by focused involvement in individual, small-group, and whole-class activities. I will assign participation and preparation grades at mid-term and at the end of the semester.

#### For an A (Superior)

- Play a leading role in class discussion.
- Daily, thoughtful contributions in Spanish.
- Speak Spanish from the moment you enter the classroom.
- Always have homework and other materials prepared.

#### For a B (Good, Above Average)

- Play an active role in class discussion.
- Frequent, thoughtful contributions in Spanish.
- Almost always speak Spanish from the moment you enter the classroom
- Most of the time have homework and other materials prepared.

#### For a C (Average)

- Play a reasonably active role in class discussion.
- Speak up occasionally in Spanish.
- Sometimes speaks Spanish from the moment you enter the classroom.
- Sometimes have homework and other materials prepared.

#### For a D (Deficient) or F (Failing)

- Let others handle most of the discussion.
- Speak up rarely to occasionally and/or use English when doing so.
- Almost always speaks English from the moment you enter the classroom.
- Rarely have homework and other materials prepared.

## **Grading**

Elon defines grades as follows: A is for superior work; B for above-average work; C for average work demonstrating a basic understanding of the subject; D for passing with deficiencies; F for failure.

<b>Grading Scale:</b>	A	93-100	C	73-76
	A-	90-92	C-	70-72
	B+	87-89	D+	67-69
	B	83-86	D	63-66
	B-	80-82	D-	60-62
	C+	77-79	F	0-59

### **Grades will be determined as follows:**

Oral work (group work, individual and small group presentations)	10%
Portfolio	30%
Mini-pruebas	10%
Pruebas (3 tests, equal value each)	20%
Final exam (cumulative, includes written and oral exam)	20%
Participation and preparation	10%
Total:	100%

\* If you will be absent on the day of a *prueba* or a previously-announced *mini-prueba* for any reason, you must contact me ahead of time or you will NOT be allowed to make up the missed assessment. If you have not contacted me ahead of time, the grade will be recorded as a zero. I encourage you to take ALL *pruebas* and *mini-pruebas* because a zero can seriously impact your final grade. NOTE: Unannounced *mini-pruebas* cannot be made up and will be recorded as a zero.

**NOTE:** I keep track of your grades and attendance using an online grade program. The website to access your grades is <http://facstaff.elon.edu/apost/gradesonline/> and will be updated at least once a week. It is YOUR responsibility to check your grades and attendance to verify the information I have entered. Please be sure to check this site frequently and let me know immediately if you see any error in your grade and/or attendance. The default password is your student id. If you would like a different password, please e-mail it to me. Passwords should be a minimum of 7 letters and/or numbers.

## **Policies and procedures**

### **Academic Message**

An Elon student's highest purpose is Academic Citizenship: giving first attention to learning and reflection, developing intellectually, connecting knowledge and experiences and upholding Elon's honor codes.

All students at Elon University pledge to abide by the Academic and Social Honor Codes which recognize self responsibility and responsibility to others as critical elements of upholding the values of the academic community. I encourage each of you to read thoroughly Elon's honor code on the Internet at: <http://www.elon.edu/students/handbook/honcode.asp> We will follow each of these tenets in this classroom. Violations will be reported.

Please be aware that you are not allowed to use online translators or receive help from anyone on your assignments without prior approval from the professor.

**Academic Accommodations for Disabled Students:** If you are a student with a documented disability who will require accommodations in this course, please register with Disabilities Services in the Duke Building, Room 108 (278-6500), for assistance in developing a plan to address your academic needs. For more information about academic accommodations, please visit <http://www.elon.edu/e-web/academics/advising/ds/>

**Religious Holidays:** In recognition that observance of recognized religious holidays may affect students' classroom attendance and the submission of graded work in courses, Elon University has established procedures to be followed by students for notifying their instructors of an absence necessitated by the observance. This policy reflects the University's commitment to being responsive to our increasing diversity and to encourage students' spiritual development. Please notify your instructor within the first week of the semester (by Sept. 7, 2009) that you will miss class in order to observe a religious holiday. Official notification requires that you complete the Religious Observance Notification Form found at [http://www.elon.edu/e-web/students/religious\\_life/ReligiousHolidays.xhtml](http://www.elon.edu/e-web/students/religious_life/ReligiousHolidays.xhtml). In addition, you must send another notification to your instructor at least one class before each absence and you must make prior arrangements with your instructor for completion of any work missed during your absence.

**Class Absences Due to Flu-Like Illness:** If you are experiencing flu-like symptoms, please *do not come to class*. You should stay home and self-isolate according to CDC recommendations. Notify me via e-mail as soon as you realize you are ill and cannot attend class. Students who are ill and have flu-like symptoms should consult with Health Services by phone or in person regarding their illness. This will allow for appropriate assessment and treatment and will also create a documentation source for notifying faculty members if a student must self-isolate and miss classes. There are procedures in place for notifying faculty when students are ill and cannot attend class.


**E-mail:** Be sure to check your e-mail daily, in case there are changes in assignments, etc. It is your responsibility to keep your Elon mailbox in working order. (Empty unnecessary deleted items and sent items frequently to avoid using all of your space.)

**Blackboard:** If you are absent, homework and daily class activities will be posted on Blackboard shortly after class so that you can turn in missed assignments BEFORE the next class. Late work will not be accepted. Please check this site regularly for updated information and assignments.

 **Sílabo tentativo de actividades** 

Note: Although I do not expect to need to do so, I reserve the right to alter indicated assignments for pedagogical reasons. Specific homework assignments will be given out weekly throughout the semester. Testing days should not change.

<b>Fecha (DUE DATE)</b>	<b>En clase ese día</b>	<b>Instrucciones específicas DUE IN CLASS THIS DAY</b>	<b>Portafolio Temas tentativos DUE IN CLASS THIS DAY (More specific instructions on Bb)</b>
<b>septiembre</b>			
2	Introducción al curso Capítulo Preliminar	Lee (Read) páginas 2-16 de tu texto y completa las actividades para repasarlas (to go over them) en clase <b>Bring a copy of your placement test score from Ontrack and a copy of the syllabus</b> <b>Sign up for your initial meeting with Prof. Post during class</b>	
7	Capítulo Preliminar		
9	Capítulo 1		<b>#1: Una carta a los papás</b>
14	Capítulo 1		
16	Capítulo 1		<b>#2 Tu familia</b>
21	<b>EXAMEN 1 (Cap. P y 1)</b>		
23	Capítulo 2		<b># 3 Un libro infantil</b>
28	Capítulo 2		
30	Capítulo 2		<b># 4 Una receta (en parejas)</b>
<b>octubre</b>			
5	Capítulo 3		
7	Capítulo 3		<b># 5 El recreo/Un juego</b>
12	Capítulo 3		
14	<b>EXAMEN 2 (Cap. 2 y 3)</b>		
<b>19-20 NO HAY CLASE – Vacaciones de otoño</b>			
21	Capítulo 5		<b># 6 Visita a una tienda</b>
26	Capítulo 5		
28	Capítulo 5		<b># 7 Artículo: Educación</b>
<b>noviembre</b>			
2	Capítulo 6		
4	Capítulo 6		<b># 8 Reacción al proyecto de servicio</b>

9	Capítulo 6		
11	Capítulo 6		# 9 Resumen de una película
16	Capítulo 6		
18	<b>EXAMEN 3 (Cap. 5-6)</b>		
23	No hay clase		# 10 Historia de un nativo: Entrevista
24-29	<b>NO HAY CLASE – Vacaciones del día de acción de gracias</b>		
30	<b>Visitante</b>		
diciembre			
2	Repaso		
7	<b>Exámenes orales</b>		

El examen final es acumulativo y es el viernes, 11 de diciembre, de 1-4 p.m. (NOTE: The exam time cannot be changed unless permission is granted by the department chair.)

## **Class Participation and Attendance Policy of the Department of Foreign Languages:** (REVISED August 2007)

In Elon's Department of Foreign Languages, **class participation** is a major component of a foreign language course and a great deal of the development of foreign language proficiency occurs as a result of activities conducted in class. Expected class participation includes:

- coming to class prepared
- being attentive and actively engaged
- volunteering often
- answering and asking questions frequently
- responding in class in complete sentences in the target language
- demonstrating effort throughout the semester
- adhering to the Elon academic and social honor codes.

**Attendance** is taken at the beginning of class. A student is expected to arrive on time and be present for the entire class period. Take care of personal needs (bathroom break, phone calls, eating, etc.) prior to class. All electronic devices must be turned off and stored prior to the start of class. After an initial violation, each subsequent violation of this policy will count as one absence. Three late arrivals or three early departures or a combination thereof constitute one absence. To allow for illness or other unforeseen situations, students in a semester-long 4 s.h. course are allotted the equivalent of one week's worth of class in absences before a penalty is imposed (e.g. 3 absences for a class that meets three times a week; 2 absences for a class that meets twice a week; fewer absences are allotted for winter and summer courses and for half-semester courses). Excused and unexcused absences count the same. Each absence beyond the limit will result in **your final course grade being lowered by 3 points per absence** (e.g. from 90 to 87 for one excessive absence). Excessive absences caused by serious health problems will be evaluated on a case-by-case basis. Participants in official Elon special programs, including intervarsity athletics, music and theatre, should consult the policy at the bottom of this page.

**Assignments:** Frequent homework is necessary and expected in a foreign language class. Individual professors will provide the course policy regarding assignments, how they are counted, arrangements on late assignments, etc.

**Exams:** The department has a policy of no make-up exams. In extreme circumstances or emergencies, contact the professor before the day of the scheduled exam. Follow-up documentation from the Dean or the infirmary is required.

### **Special policy for participants in Elon-sponsored events, including intervarsity athletics, music and theatre, which require frequent absence from class:**

- 1) Participants in intervarsity athletics and other sponsored activities must provide a copy of the travel schedule at the beginning of the semester. Students are expected to be in class on a travel day if the class meets before the scheduled departure time.
- 2) Other activities (training, practice, physical therapy, rehearsals, etc.) must NOT be scheduled during class time.
- 3) For any absence, students are responsible for making up tests at a time that is convenient for the professor and for turning in any assigned work in a timely manner (preferably before departure). Surprise quizzes cannot be made up at all.
- 4) Students are expected to make up for their lack of class participation during travel days by being extra-prepared and especially active during the days when they are present.

All travel-related absences together count as one absence. This allows student-athletes or participants in other college activities that require travel a maximum of one or two other absences without penalty.

A student's continued enrollment in this foreign language course implies his/her understanding of the departmental policies with regard to attendance, lateness, participation and make-up work.



## **Acceptance of Syllabus**

*Please sign and return this page at the first or second class meeting.*

I have a printed copy of the syllabus for Spanish 123, and have read and understood it. All of the course provisions and requirements as described in the syllabus are clear to me.

In particular, I have understood and agree to:

- The course goals and objectives.
- The academic integrity provisions.
- The attendance and tardiness policies.
- The provisions for evaluation and assessments.

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(Print Name)

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(Signature)

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(Date)