

Syllabus LASP 101: Beginning Spanish Spring 2017

Bridgewater State University Pamela Hayes-Bohanan, M.A., M.L.S

Office Hours: **When:** by appointment

Where: Maxwell Library - Room 107 (first floor)

How to Reach Me:

E-mail phayesboh@bridgew.edu.

Phone or voice mail (508) 531-2893.

My Campus mailbox is in Tillinghast Hall on the third floor. If you leave something in my campus mailbox please call or e-mail me to let me know, otherwise I only check it once a week.

On the web at <http://webhost.bridgew.edu/phayesboh>.

I work full-time as a reference librarian at the [Maxwell Library](#), so students may often find me at the reference department. However, I may not always be available to consult with students. As a librarian I have desk duty, prepare and teach classes on using the library, and have meetings. Please make an appointment in order to meet with me in my office.

Required Materials:

Textbook: [Experience Spanish by Amores, Suárez-García, & Morris \(online\)](#) or **hardcopy**

Please bring your textbook, or electronic device for accessing it, each day to class!

Course Objectives:

This is an introductory course to the Spanish language and Hispanic culture. Students will learn the foundations of Spanish, with the expectation that they will achieve a basic level of proficiency by the end of the semester. The course focuses on five skills: reading, writing, speaking, listening and culture. The course will be student-

oriented and thus involve considerable interactive work in class. It will also require preparation at home, including assignments. Specifically this will entail learning vocabulary and verb forms **before** the day these are practiced in class. Class time will be used primarily to engage these skills in various contexts. You will also learn study, reading, writing and critical thinking skills, and discover things about English you did not know. You may learn something about yourself as well. This course fulfills one of the Core Distribution requirements in the Humanities, and in Global Culture.

The course objectives include the ability to:

- Ask questions, answer questions, and report information about yourself, others, and everyday situations;
- Use language structures and vocabulary at the beginning level;
- Express likes and dislikes;
- Acquire cultural awareness.

Course Outcomes:

By the end of the semester, the students will have learned:

- The foundations of Spanish, and will have achieved a basic level of proficiency in the five skills (i.e., reading, writing, speaking, listening, and culture);
- The basic vocabulary related to classroom objects, daily activities, family, weather and the seasons, and the description of people and places;
- Basic communicative skills, such as introducing oneself, identifying people and things, talking about activities in the present, asking questions about routines, expressing preferences and obligations;
- About the ways in which people in Spanish-speaking communities study, work, and live.

Attendance:

Because practice is a necessary part of language learning, **attendance is mandatory** for this class. Language learning is a discipline that requires steady, cumulative preparation; a discipline in which each point builds upon its predecessor,

such that if you do not master a given grammatical point or vocabulary lesson, this will prevent assimilation of the following lesson.

Unexcused absences will have an adverse effect on a student's participation grade. You cannot participate if you are not here! **Excessive absences (excused or not) may result in a failing grade for the course.**

Sleeping in class, using social networking sites or other non-academic computer sites, playing video games, or texting during class time count as an absence.

If an absence is excused (e.g. illness, death in the family, religious observation) please tell me about it. Missing class for reasons such as Red Sox games, family reunions, and weddings, are **not** excused. Students are responsible for finding out what was missed on the days they were absent whether excused or not. I will expect that when you come to class you have reviewed the previous class lesson - even if you were not there!

In addition to the daily attendance taken by the instructor the Office of the Registrar sends out a Student Census several times during the semester. **If such a census comes and any student has missed two or more consecutive classes, without contacting the instructor, the student will be marked as "no longer attending" class and will be dropped by the University Administration.**

Lateness:

It is not polite to arrive habitually late, or leave early from class. Any student who arrives more than 5 minutes late, or leaves early by any amount of time, on more than two occasions will have five points deducted from his or her class participation grade for each offense. If you believe you will have trouble coming to class at the scheduled time please look into changing your schedule. There are many other sections of LASP 101.

Make-Ups:

I only give make-up exams in extreme cases when the following conditions are met:

- 1) The student has a valid excuse for missing the exam (e.g. severe illness, death in the immediate family)
- 2) The student does not wait until the next class period to contact me, in other words - **call or e-mail as soon as you know you will not make the exam.**

Late Work:

I will accept late work, for reduced credit, **up to one week past the due date of the assignment. After that time a grade of zero will be entered in the grade book.** Exceptions can be made in cases of emergency, but students will need to contact me to make arrangements.

Grade Breakdown:

Class work:	300 points
Exams (2)	300 points each - 600 points
Homework Assignments	300 points
Special Assignments:	400 points
Final Exam:	400 points
Total	2000 points

Scale:

A	1800-2000
A-	1780-1799
B+	1720-1779
B	1680-1719
B-	1600-1679
C+	1520-1599
C	1480-1519
C-	1400-1479
D	1200-1399
F	below 1199

Final Grades will be calculated according the table above. Students cannot have their final grades changed for any of the following reasons:

"Your class is keeping me off the Dean's list."

"Your class put me on academic probation."

"Your class is keeping me from playing sports."

"I won't graduate in time."

"I won't be reimbursed by my employer."

Please be aware: all course requirements must be completed in order to receive a passing grade.

In other words, regardless of your total number of points if you fail to do a major assignment, or take an exam without a valid excuse you will fail the course.

Grading Criteria:

Class work: is based on the instructor's perception of how well the student has prepared for each day's lesson through attendance and participation. **In order to prepare effectively for class students should be working 2 hours at home for every hour spent in class.** Additionally, students can be negatively evaluated in class participation through disruptive behavior, demonstrating rudeness to the instructor or fellow classmates, missing class and habitual lateness. Everyone has the right to a reasonable expectation of civility when they come to class. Texting, listening to music, etc. **should be done outside the classroom.** It should go without saying that any **cell phones will be on silent**, and that private conversations will cease when class begins.

Class Work Grading Rubric

A or A-	Students who earn the highest marks in class participation have NO MORE than 3 absences; regularly arrive to class prepared to do the lesson; regularly volunteer when asked; and are cooperative in group work.
B+ or B	Students who earn these grades have NO MORE than 3 absences; sometimes volunteer and sometimes demonstrate they are prepared; and are cooperative in group work.
B-	Students who earn this grade have NO MORE than 3 absences; sometimes volunteer; and are cooperative in group work.
C+ or C	Students who earn these grades have NO MORE than 4 absences; occasionally volunteer and are cooperative in group work.
C-	Students who earn this grade have NO MORE than 4 absences and are cooperative in group work, but do not volunteer and seem unprepared for class; OR attend regularly but are rude or disruptive, or consistently late.
D	Students who earn this grade have excessive absences or lateness AND/OR are rude and disruptive.
F	Students who earn this grade have excessive absences.

Exams: Two mid semester exams and one final exam. The mid semester exams will be created by the instructor and each will include a variety of question types (short answer, multiple choice, matching, vocabulary, verb conjugations). The final exam is created by the Spanish department and will include multiple choice as well as open-ended questions.

Homework Assignments: Most weeks students will be expected to complete assignments based on the work we did in class.

Children's Book Assignment: There is evidence that reading children's book in a target language helps students to learn that language. As a class we will complete a project reading and reviewing children's books in Spanish found in [Maxwell Library](#)

Extra Credit: There will be occasions during the semester that students may do an extra-credit assignment, which I will announce. Take advantage of these if and when they come up. There will be no other opportunities to do extra credit work. If students do the work they are assigned, and come to class regularly there is no reason to do

extra credit. **Please do not ask** the instructor for an extra-credit assignment. Students will earn 50 extra credit points for each Extra Credit activity, up to 200 points.

Communication:

I am available via e-mail phayesboh@bridgew.edu. I regularly check my e-mail while I am at work, and also check it once or twice in the evenings from home. I seldom check after 9:00 p.m. Students can also call my office phone (508) 531-2893. If I am away from my desk, a voice mail will automatically be sent to my e-mail in-box. If you send a message late in the evening, do not expect to receive a response until the following morning. On weekends, I try to check messages early Sunday evening.

Incompletes:

Incompletes will only be considered under extenuating circumstances, as specified in the Student Handbook. Students must request an incomplete in writing to the instructor no later than the final exam hour for the course. The request will be forwarded to the Department Chair for consideration.

Academic Dishonesty:

Departmental Policies:

- 1) If you have studied a language for 2 years or less, you can register for the 101 level of that language.
- 2) If you have studied a language for 3 years or more, you must register for the 102 level of that language.
- 3) If it has been more than 5 years since you last studied a language, you can register for the 101 level of that language.
- 4) If you are a native or heritage speaker of a language, you must register for the 102 level or higher of that language.
- 5) Faculty teaching 101 and 102 levels of languages will verify in the first week of class if the student is taking the appropriate level. If the student is not, s/he will be placed in a more appropriate course.

Each student in this course is expected to abide by the Bridgewater State University's Academic Integrity Policy. Any work submitted by a student in this course for academic credit will be the student's own work.

At Bridgewater State University, academic honesty is expected of all students; plagiarism and cheating are not condoned and are subject

to academic penalty, which may result in a failure for the course in which the violation took place. A violation may result in a reduced grade, suspension, or dismissal from the university. Academic misconduct includes, but is not limited to, plagiarism, cheating, and dishonest practices.

Accommodations for Students with Disabilities:

Bridgewater State University is committed to ensuring equal academic opportunities and inclusion for students. In accordance with BSU policy, I am available to discuss appropriate accommodations that you may require as a student with a disability. **Students requesting accommodations should register with the Disability Resources/ADA Compliance Office in the Maxwell Library Academic Achievement Center (x1214)** for disability verification and determination of reasonable academic accommodations.

Where to go for Help:

If you find that despite consistent preparation that you are having difficulty with this class, it is your responsibility to seek out assistance (i.e., visit me in my office, seek tutoring services through the Academic Achievement Center, etc.).

Bridgewater State University has numerous resources to help students with academic, personal, social, and career issues. You can contact the following offices for help:

[Academic Achievement Center](#) - For tutoring, study groups, writing lab, math lab and learning disabilities ext. 1214

[Career Services](#) - Testing materials for graduate and professional school, help with resumes, internship opportunities, full-time job listings (for those about to graduate) ext. 1328

[Counseling Center](#) - For personal or group counseling due to academic stresses, personal or family problems or any other reason. ext.1331

[Maxwell Library](#) - For research - ask a reference librarian! ext.1394

[Campus Police](#) - Emergency situations, ext.1212

[Center for Multicultural Affairs](#) - Support and programmatic services for students of color. ext. 6166

[Student Affairs](#) - Assistance with co-curricular life ext.1276

[Pride Center](#) - Support and programmatic services for gay, lesbian, bisexual, and transgender students as well as their allies and peers. ext.1408

Please note: The instructor reserves the right to revise the syllabus as necessary. Students who are absent are responsible for any revisions/directions/assignments given on the day of their absence. Additional assignments will be forthcoming!

No portion of the class may be photographed or otherwise recorded without the explicit permission of all parties involved.

Weekly schedule (Subject to change)

Semana (Week)	Textbook Chapters Covered
Semana 1 19/01	Introduction to course, textbook, class introductions
Semana 2 24/01-26/01	Capítulo 1 pp. 3-11
Semana 3 31/01-02/02	Capítulo 1 pp. 12-19
Semana 4 07/02-09/02	Capítulo 1 pp. 22-29
Semana 5 17/02-19/02	Capítulo 1 pp. 30-33
Semana 6 21/02-23/02	Capítulo 1 35-38; review and exam
Semana 7 28/02-02/03	Capítulo 2 pp. 45-52
Semana 8 14/03-16/03	Capítulo 2 pp. 53-55 y 58-60
Semana 9 21/03-23/03	Capítulo 2 pp. 61-65 y p. 70
Semana 10 28/03-30/03	Examen Capítulo 2 ; Capítulo 3 p. 75 y 81-85

Semana 11 04/04-06/04	Capítulo 3 pp. 86-98
Semana 12 11/04-13/04	Capítulo 4 pp. 106-107
Semana 13 18/04-20/04	Capítulo 4 pp. 108-114
Semana 14 25/04-27/04	Capítulo 4 pp. 115-130 and Review
Final Exam 04/05	The Final exam will be from 8:00-10:00 in our regular classroom

You can contact me at phayesboh@bridgew.edu

Last updated 01/17/17

