

Central Methodist University
Dual Credit Spanish 101: Fall 2009
Course Description & Syllabus

Instructor: Señora Susanna Stone

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Text: Knorre, Dorwick, Pérez-Gironés, Glass, Villareal. *Puntos en breve*.
Second edition, New York: McGraw-Hill.

Make sure to bring your textbook to every class!! I would also recommend bringing a notebook and pen to take notes during class.

Course Objectives: Introduction to foreign language learning; obtaining basic Spanish speaking, listening, writing and reading skills through the study of Spanish vocabulary and grammar.

The course will be taught completely in Spanish by the end of the semester. To accomplish this goal, we will decrease the amount of English used in every class. If you have a question or do not understand something, attempt to use Spanish (“No entiendo” o “Tengo una pregunta” o ¿Cómo se dice ... en español?”).

Grades: The course grade will be based on the following percentages:

| | |
|---------------------------------------------|------------|
| Homework (including Friday Packets): | 10% |
| Written Compositions: | 10% |
| Attendance/Participation: | 10% |
| Oral Report: | 10% |
| Quizzes: | 15% |
| Tests: | 25% |
| Final Exam: | 20% |

Your final grade will be cumulative and based on your work throughout the entire semester. Your grade will not reset at the beginning of the second quarter. Therefore, it is important that you give a consistent effort for the entire semester.

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|-----------------------|---------|----|
| Grading Scale: | 99-100 | A+ |
| | 94 –98 | A |
| | 90 – 93 | A- |
| | 87 – 89 | B+ |
| | 83 – 86 | B |
| | 80 – 82 | B- |
| | 77 – 79 | C+ |

| | |
|------------|----|
| 73 – 76 | C |
| 70 – 72 | C- |
| 67 – 69 | D+ |
| 63 – 66 | D |
| 60 – 62 | D- |
| 59 & below | F |

Homework:

There will be homework given throughout the semester. Homework assignments will be announced at the end of class. Homework must be typed in Microsoft Word, double-spaced and in Times New Roman 12 point font. Homework must be e-mailed to me and received by 6 am on the due date (for example, if homework is due on Thursday, I must receive it via e-mail by 6 am on Thursday or it will be counted as late). The homework must be sent as an attachment document, and not as text in the body of the e-mail. Do not assume that because you sent an e-mail that I received it. Unless you receive a confirmation e-mail from me (“OK”), assume that I have not received your homework. When in doubt, re-send your assignment to ensure that I receive it in time.

If you have an excused absence, you will be allowed to turn in any missed assignments **the day after** you return. No other late or makeup work is accepted.

Friday Packets:

I will teach class on Monday through Thursday. On Fridays, you must attend class even though I will not be teaching. Sometimes you will have a test on Fridays. Whenever you do not have a test, you will have a packet of worksheets to complete. You will receive the packet at the beginning of class and must turn in the packet at the end of class. You should be able to complete the entire packet during the class period.

If there is no class on Friday because of a holiday or day off, you will receive the packet early and it will be due in class on Monday.

Written Compositions: You will be assigned written compositions throughout the semester.

These compositions will be assigned on Thursday and due via e-mail by 6 am Monday morning. The compositions must be typed, in Microsoft Word, double-spaced and in Times New Roman 12 point font. They must be at least 150 words long.

I will return your compositions to you, via e-mail, by Wednesday at 5 pm. I will highlight any errors you have made, though I will not correct your errors. You also will be given a preliminary grade on the composition. If you want to improve that grade, you must correct all of the errors and re-submit your composition to me by Friday at 6 am. I will then re-grade the composition and your final grade for the composition will be the average

of the two grades you received. You do not have to correct your errors if you do not want to improve your preliminary grade.

Attendance/Participation: Unless you have an excused absence, you must attend class. If you know ahead of time that you will miss a class, please send me an e-mail to let me know. In addition to attending class, you must also be an active participant in class. To “actively participate” you should pay attention in class, ask questions, answer my questions and do your homework. Class participation is one component of your semester grade, so it is to your advantage to participate as much as you can.

Oral Report: On December 14 and 15, student pairs will give a 5 minute oral presentation on one of the countries highlighted in the “Conozca” sections of each chapter. Country selection and partner sign-ups will take place in October. At that time a grade sheet will be distributed so you know what your oral report grade will be based on.

Quizzes: Quizzes will be given throughout the semester as scheduled on the course calendar. Quizzes will be in-class and about 15-20 minutes long. The format for each quiz will vary, but the day before a quiz, I will announce what topics will be covered on the quiz. All quizzes are closed-book, closed-notes, with no outside assistance (including translators and dictionaries).

Tests: Tests will be given throughout the semester as scheduled on the course calendar. Tests will be in-class and will last for the entire class period. The day before a test we will review all of the subjects that will be covered on the test. All tests are closed-book, closed-notes, with no outside assistance (including translators and dictionaries).

Final Exam: The final exam for the course will be held on Thursday, December 17. The final exam will cover all of the topics we have studied throughout the entire semester. If you have kept up with your homework and studied for quizzes and tests, you should do well on the final exam. There is one class period scheduled for review the day before the final exam.

Academic Integrity: All students taking this course are bound by the academic integrity policy of Central Methodist University. This policy can be found at: <http://www.centralmethodist.edu/cgesacad/catalogcges.html>, pages 32-33.

“The University’s policy on Academic Honesty applies to all forms of academic work, including but not limited to, quizzes and examinations, essay and papers, lab reports, oral presentations, surveys, take-home tests, etc. Every student is responsible for understanding this policy.”

“Academic honesty requires that each person accepts the obligation to be truthful in all academic endeavors. To help members of the community understand the implications of academic honesty, the University provides the following explanation of academic dishonesty.

Academic dishonesty is any conduct which has either as its intent or its effect (independent of intent) the false representation of a student’s academic performance. Academic dishonesty includes but is not limited to the following:

- a. Cheating in any form (e.g., ghost-written papers, cheat sheets or notes, copying during exams, quizzes or other graded work, allowing anyone access to our coursework account to misrepresent their coursework as yours or your coursework as theirs, etc.),
- b. collaborating with others on work to be presented in ways contrary to the stated rules of the course,
- c. stealing or having unauthorized access to examination or course materials,
- d. falsifying records, or laboratory or other data,
- e. submitting work previously presented in another course without the advance consent of the instructor,
- f. knowingly and intentionally assisting any other student in any act of academic dishonesty (this includes intentionally allowing any other student to use or submit your academic work or performance, or other academic work supplied by you, under a name different from the author of the work), and
- g. plagiarism. Plagiarism is a form of cheating and stealing. It is morally unacceptable as well as against academic policy. Plagiarism includes but is not limited to (1) representing as one’s own work a paper, speech, or report written in whole or in part by someone else (from the un-credited use of significant phrases to the un-credited use of larger portions of material), including material found on the internet, (2) failing to provide appropriate recognition of the sources of borrowed material through the proper use of quotation marks, proper attribution of paraphrases, and proper reference citations. Paraphrase is the direct use of others’ ideas, data, or structures of thought stated in language substantially different from the source upon which they depend and therefore not requiring quotation marks even though the substance of the material is borrowed. As borrowed material, appropriate recognition of the source must always be given.”

“Penalties internal to a course, including grades and expulsion from the course, are at the discretion of the instructor.”

I take cheating and plagiarism very seriously. The first violation of the academic integrity policy will result in a zero grade for the work,

assignment, quiz or test in question. The second violation will result in a zero grade for the entire course. Please do not create any situations that even appear to involve cheating or plagiarism. Remember that though you may use a Spanish-English dictionary to look up words you do not know for your homework and written compositions, you **MAY NOT** use any type of translators, including Babelfish or Google Translator for any assignment, test, quiz, exam or any other work for the course.

Class Rules:

Make sure your cell phones are turned off when class begins. Students are not allowed to use headphones, I-Pods, or cell phones in class.

It may be difficult to hear each other if we are all talking at the same time. Therefore, when I am talking, please do not interrupt me. If one of your classmates is talking, please do not interrupt them. If you have a question or comment, raise your hand and I will call on you. The microphones are very sensitive, so any noise (including whispering) will be picked up by the microphones. Please be considerate and do not talk out of turn during class.

The seat you sit in during the first day of class will be your seat for the entire semester. Do not change your seat, unless I approve the change, so that I can see all of you during class.

Schedule:

I have included a tentative schedule for the semester. We will follow this schedule as much as we can, though the schedule may be modified should a class be cancelled or if we get behind.