

## Spanish 1301 – virtual classes - Course Syllabus – Spring 2022

**TEXT:** ¡ARRIBA! COMUNICACIÓN Y CULTURA, 7ª ed.,  
with MySpanishLab Access, by Zayas-Bazán, Bacon and Nibert  
MSL Course Section ID: onofre-madrid43431

**SECTIONS:** D10 (20150) and D20 (20151)

**INSTRUCTOR:** María de los Santos Onofre-Madrid

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**OFFICE:** A110D

**PHONE:** 486-6164

**OFFICE HOURS:** In person and Virtual (VIA COLLABORATE OR PHONE)  
Monday, Wednesday, and Friday – 10:00 a.m. to 10:50 a.m.  
Tuesday and Thursday – 9:00 a.m. to 11:00 a.m.  
At other times, by appointment

### Important notices:

- 1) All assessments, daily quizzes, compositions and major exams will be taken via Blackboard using Respondus LockDown Browser. Make sure that you download the latest version of Respondus LockDown Browser by going to this page in Blackboard  
<https://download.respondus.com/lockdown/download.php?id=384131921%20>
- 2) The major assessments, compositions and exams, must be completed only on the specified date, and during the indicated times.
- 3) For the oral evaluations, which will be conducted by phone on specified dates, everyone must schedule a time by communicating with me via email. Available times will be posted in Blackboard at least one week prior to the beginning of the oral evaluations.
- 4) All communication will be done via the angelo.edu email and Blackboard platform. It is your responsibility to check your Angelo State University e-mail and Blackboard daily.

**5) This syllabus is subject to revision; revisions may be posted on Blackboard or communicated in writing via e-mail. The student is responsible for any changes posted on Blackboard or sent to the Angelo.edu e-mail.**

### **COURSE DESCRIPTION:**

Welcome to **Spanish 1301**. This is a beginning **Spanish** course designed to provide an introduction to the language and culture of the **Spanish**-speaking world. The students will practice the four language skills (*listening/understanding, speaking, reading, and writing*) both with the instructor and with classmates. The course materials provide abundant communicative activities along with many form-focused exercises and offer a good variety of authentic cultural materials. Practice will continue beyond the classroom with technology-based exercises. National Standards describe the Five C's of Foreign Language Education: Communication, Cultures, Connections, Comparisons, and Communities. Successful students will learn "how, when, and why to say what to whom."

### **MY ROLE / YOUR ROLE:**

Because of the way languages are learned by adults, you really cannot be "taught" Spanish. Therefore, **my role** is to facilitate language learning by creating an environment in which the language acquisition process is enhanced, guiding you and assessing your progress. Every course requirement is designed with this in mind; there is no "busy" work assigned. All of the course work has a purpose. **Your role** is to fully immerse yourself in the work presented in **Blackboard, MySpanishlab** and through the outside assignments.

### **IDEA FORM OBJECTIVES:**

#### **Essential –**

- #1 - Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)
- #8 - Developing skill in expressing oneself orally or in writing

#### **Important –**

- #3 - Learning to apply course material (to improve thinking, problem solving, and decisions)

**IDEA EVALUATIONS WILL BE DONE ONLINE; DATES WILL BE ANNOUNCED.**

### **LEARNING OUTCOMES FOR ALL SPANISH 1301 COURSES:**

Upon completing **Spanish 1301**, students will be able to

- communicate minimally by using isolated words and memorized phrases with reference to a particular context in which the language has been learned.
- ask and answer *some* direct questions and express themselves in writing mostly in the present tense about familiar objects, their immediate environment and some basic interests.
- read and comprehend simple texts on an elementary level.
- demonstrate an understanding of some of the salient features of the history and culture (*perspectives, practices, products*) of the Spanish-speaking world.
- communicate in all 3 modes--*interpretive, presentational, interpersonal*—at the ACTFL **Novice mid to high level**.

### **METHOD OF ASSESSING LEARNING OUTCOMES:**

Learning outcomes will be assessed via three (3) chapter exams, one (1) comprehensive final exam, two (2) written compositions, two (2) oral evaluations, four (4) sets of MySpanishLab chapter activities and practice tests, daily class participation and homework.

**ALL WRITTEN ASSESSMENTS, WITH THE EXCEPTION OF THE ORAL EVALUATIONS, WHICH WILL BE CONDUCTED BY PHONE (VIA COLLABORATE IF YOU ARE NOT IN THE CONTINENTAL UNITED STATES), WILL BE DONE VIA BLACKBOARD AND WILL REQUIRE RESPONDUS LOCKDOWN BROWSER. NO AIDS MAY BE USED!**

#### **Course grade computation :**

*2 Tertulias (oral evaluations, by phone) -	-	-	-	-	10%
2 Talleres (compositions, in Blackboard)	-	-	-	-	10%
**4 sets of MySpanishLab activities and practice tests -	-	-	-	-	25%
***Daily work activities in Blackboard	-	-	-	-	10%
3 chapter exams, in Blackboard	-	-	--	-	30%
****1 comprehensive final exam, in Blackboard--	-	-	-	-	15%
Total	-	-	-	-	100%
<b>90-100 = A    80-89 = B    70-79 = C    60-69 = D    59 and below = F</b>					

IN ADDITION, ATTENDANCE WILL ALSO AFFECT YOUR FINAL COURSE GRADE. PLEASE READ THE ATTENDANCE POLICY IN **COURSE POLICIES**.

\*The details and schedule of times for the oral evaluations will be available in Blackboard. The conversations will be recorded. A schedule with the times and dates when I will conduct these will be posted in Blackboard. It is up to the student to select a day and time, and to send that to the instructor via an email, by the required deadline.

\*\*Specific online assignments from **MySpanishLab** are posted on the **MySpanishLab** site. Each student must complete the work included in the textbook pages indicated in this syllabus and the corresponding **MySpanishLab** activities by the specified day. To do the online exercises, which are due by 11:30 p.m. Central Standard Time on the date due, from **MySpanishLab**, each student needs an access code as well as the course section ID. **Make sure you set your device to Central Standard Time.** The course section **ID for this class** is **onofre-madrid43431**. **The AVERAGE of the attempts of each online activity and of each practice test will be the recorded score. Each student may attempt each online activity 3 times (the average of the 3 attempts will be the recorded grade); practice tests may only be done once.**

\*\*\***Daily work** includes **Blackboard** activities/quizzes. Please make sure you complete and submit these when required. **COMPLETING THESE ACTIVITIES EACH WEEK WILL BE USED FOR ATTENDANCE, AS WELL AS FOR THE DAILY WORK CALCULATION. EACH WEEK THAT A STUDENT DOES NOT COMPLETE THE BLACKBOARD ACTIVITIES WILL RESULT IN A DEDUCTION OF 6 POINTS FROM THE FINAL COURSE GRADE.** SUBMITTING THE ACTIVITIES IS USED TO PROVE THAT THE STUDENT IS LOGGING INTO THE COURSE EACH WEEK. The deduction of points for attendance in a given week depend on the number of activities due on a particular week. **EXAMPLE: If there are 3 Blackboard activities due in a given week, and a student only completes one, then 4 points are deducted from the final course grade for that week. If there are only 2 Blackboard activities due in a given week, and the student completes only one, 3 points will be deducted from the final course grade for that week.**

Likewise, if in a given week there is a composition, an oral evaluation or a chapter

**exam, and the student fails to do the work, absences will accumulate and percentage points will be deducted at the end of the course from the final course grade.**

**\*\*\*\*The final exam** will include all material covered in chapter 4 and some material from chapters 1, 2 and 3. It must be taken on the designated day, during final exam week, and during the times specified.

## SYLLABUS STATEMENTS

### Student Disability Services

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at [ADA@angelo.edu](mailto:ADA@angelo.edu). For more information about the application process and requirements, visit the Student Disability Services website at [www.angelo.edu/ADA](http://www.angelo.edu/ADA). The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

#### **Ms. Dallas A. Swafford**

Director of Student Disability Services

- 325-942-2047
- [dallas.swafford@angelo.edu](mailto:dallas.swafford@angelo.edu)
- [Houston Harte University Center](#) 112

### Title IX

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual

intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Miller, J.D. You may submit reports in the following manner:

- Online: [www.angelo.edu/incident-form](http://www.angelo.edu/incident-form)
- Face to Face: Mayer Administration Building, Room 210
- Phone: 325-942-2022
- Email: [michelle.miller@angelo.edu](mailto:michelle.miller@angelo.edu)

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: [www.angelo.edu/title-ix](http://www.angelo.edu/title-ix).

## **Student Absence for Observance of Religious Holy Days**

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#) for more information.

## **Incomplete Grade Policy**

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#) for more information.

## **Student Conduct Policies**

### **Academic Integrity**

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Arts and Humanities adheres to the Statement of [Academic Integrity](#).

## Plagiarism

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#) in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the [ASU Writing Center](#).

## Copyright Policy

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

## General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)
- [Angelo State University Catalog](#)

### RESOURCES:

#### ACTFL guidelines

<http://www.actfl.org/publications/guidelines-and-manuals/actfl-proficiency-guidelines-2012/english/speaking>

<http://www.actfl.org/publications/guidelines-and-manuals/actfl-proficiency-guidelines-2012/english/writing>

#### Standards

<https://www.actfl.org/publications/all/world-readiness-standards-learning-languages>

#### A guide to learning styles

<http://vark-learn.com/>

### **Assignment information:**

- **Minor BLACKBOARD assignments, reading and written, have been made for each week. Therefore, the daily activities for the week must be submitted by 11:30 p.m. (Central Standard Time), each Friday. You will have access to a recording of the presentation of the material by Tuesday each week, and then have until Friday to complete the short assignments.**
- **The MySpanishLab activities will be due as indicated on the website, by 11:30 p.m. (Central Standard Time).**
- **The compositions, chapter exams and final exam must be completed on the indicated dates between 9:00 a.m. and 11:30 p.m. (Central Standard Time). It is important that you know that I am generally available in the office between 9:00 a.m. and 5:00 p.m., when I am not teaching face-to-face classes or attending meetings. Therefore, issues that arise after 5:00 p.m., will be addressed upon my return to the office the next business day.**
- **The compositions are timed; you will have 30 minutes to write and submit each one.**
- **The oral evaluations are timed; you will have 5 minutes to respond to the questions asked in each one.**
- **The chapter exams are timed; you will have 60 minutes to complete and submit each one.**
- **The final exam is timed; you will have 120 minutes to complete and submit it.**
- **REMEMBER – any week that you do not complete the Blackboard activities, the compositions, the oral evaluations or the exams will result in points deducted from your final course grade, as this is the method of calculating virtual class attendance. Therefore, do keep up with the assignments in Blackboard and in MySpanishLab.**

## **Week # / Dates / Assignments**

### **Week 1 – January 18 to January 21**

Course introduction - Check course placement

#### **Capítulo 1 (págs. 2 a 10) Hola, ¿qué tal?**

**Enfoque cultural: La diversidad del mundo hispano**

**Club cultura: Bienvenidos a Club cultura**

Primera parte:

Saludos y despedidas – En la universidad;

Vocabulario;

Letras y sonidos – Spanish vowels; Aplicación

The Spanish alphabet, Aplicación;

The numbers 0-100, Aplicación

### **Week 2 – January 24 to January 28**

Cap. 1 (págs. 12 a 20) Primera parte:

Aplicación;

Subject pronouns and the present tense of *ser*, Aplicación;

¡Conversemos!

Perfiles – Mi experiencia: Soy bilingüe;

Mi música – “Latinoamérica” (Calle 13, Puerto Rico)

Segunda parte:

En la clase - ¿Qué pasa hoy en la clase de la profesora García?

Vocabulario, Aplicación

### **Week 3 – January 31 to February 4**

Cap. 1 (págs 21 a 29) Segunda parte:

Days of the week; months of the year; seasons

Aplicación;

Nouns and articles; Los artículos indefinidos, Aplicación

Adjective forms, position, and agreement, Aplicación

#### **Week 4 – February 7 to February 10**

Cap. 1 (págs 30 a 35) Segunda parte:

¡Conversemos!

Club cultura – Explora el mundo hispano;

Panoramas – La diversidad del mundo hispano;

*Versos sencillos*, “XXXIX” (José Martí, Cuba), Actividades;

**Repaso**

**February 7, 8 or 9 -Oral evaluation –**

**To be done without notes, by phone,**

**Available times will be posted in Blackboard,**

**Students will schedule a time via an email to instructor.**

**February 10<sup>th</sup> – between 9:00 a.m. and 11:30 p.m.**

**CHAPTER 1 EXAM (Respondus LockDown Browser)**

#### **Week 4 – February 11**

**Capítulo 2 (págs. 38 a 41) ¿De dónde eres?**

**Enfoque cultural: España**

**Club cultura: Introducción a España**

Primera Parte:

Las descripciones y las nacionalidades - ¿Quiénes son?

Vocabulario

#### **Week 5 – February 14 to February 18**

Cap. 2 (págs. 42 a 50) Primera parte:

Aplicación;

The present tense of *estar*, Aplicación;

Telling time, Aplicación

## **Week 6 – February 21 to February 25**

Cap. 2 (págs. 51 a 59) Primera parte:

Formation of yes/no questions and negation, Aplicación;

Interrogative words, Aplicación;

¡Conversemos!

Perfiles – Mi experiencia: Nombres y apellidos;

Mi música – “K.I.E.R.E.M.E.” (Bebe, España)

Segunda Parte:

¿Qué haces? ¿Qué te gusta hacer? - Busco un tutor;

Vocabulario;

Letras y sonidos – More on vowels in Spanish

## **Week 7 – February 28 to March 4**

Cap. 2 (págs 60 a 68) Segunda parte:

Aplicación;

The present tense of regular –*ar* verbs, Aplicación;

The present tense of regular –*er* and –*ir* verbs, Aplicación

The present tense of tener, Aplicación;

¡Conversemos!

## **Week 8 – March 7 to March 8**

**March 7, 2022 - Composición # 1 – between 9:00 and 11:30 p.m.,  
to be done in 30 minutes, without any aids and  
using Respondus LockDown Browser**

Cap. 2 (págs 69 a 73) Segunda parte:

Club cultura – En la Universidad Complutense

Panoramas – Descubre España;

Páginas – La corrida de toros: ¿Cultura o tortura?

Actividades; **Repaso**

**March 8<sup>th</sup> – between 9:00 a.m. and 11:30 p.m.**

**CHAPTER 2 EXAM (Respondus LockDown Browser)**

### **Week 8 – March 9 to March 11**

#### **Capítulo 3 (págs. 76 a 80) ¿Qué estudias?**

**Enfoque cultural: México**

**Club cultura: Introducción a México**

Primera parte:

Las materias académicas y la vida estudiantil – Un horario complicado;  
Vocabulario, Aplicación

### **March 14 to March 18 - Spring break - Enjoy**

### **Week 9 – March 21 to March 25**

Cap. 3 (págs. 81 a 89) Primera parte:

The numbers 101-3.000.000, Aplicación;  
Possessive adjectives, Aplicación;  
Other expressions with *tener*, Aplicación;  
¡Conversemos!

### **Week 10 – March 28 to April 1**

Cap. 3 (págs. 90 a 97) Primera parte:

Perfiles – Mi experiencia: Mi universidad: La UNAM;  
Mi música – “Eres” (Café Tacvba, México);

Segunda parte:

Los edificios de la universidad - ¿Dónde está la biblioteca?  
Vocabulario;  
Letras y sonidos – Syllabification;  
Aplicación;  
The present tense of *ir* and *hacer*, Aplicación;  
Summary of uses of *ser* and *estar*

### **Week 11 – April 4 to April 8**

Cap. 3 (págs. 98 a 105) Segunda parte:

Aplicación;  
¡Conversemos!  
Club cultura – Vida universitaria  
Panoramas - ¡México fascinante!  
Páginas - El Museo de Antropología de México, Actividades;  
**Repaso**

**April 5th, 6th or 7th - Oral evaluation – To be done without notes, by phone,  
Available times will be posted in Blackboard,  
Students will schedule a time via an email to instructor.**

**April 8<sup>h</sup> - between 9:00 a.m. and 11:30 p.m.**

**CHAPTER 3 EXAM (with Respondus LockDown browser)**

**Week 12 – April 11 to April 15**

**Capítulo 4** (págs. 108 a 116) **¿Cómo es tu familia?**

**Enfoque cultural: Guatemala, El Salvador, Honduras**

**Club cultura: Introducción a El Salvador**

Primera parte:

Miembros de la familia - Una tamalada en familia;

Vocabulario, Aplicación;

The present tense of stem-changing verbs: *e > ie*, *o > ue*, *e > i*, Aplicación

**Week 13 – April 18 to April 22**

Cap. 4 (págs. 117 a 125) Primera parte:

Aplicación;

Direct objects, the personal *a*, and direct object pronouns, Aplicación;

¡Conversemos!

Perfiles - Mi experiencia: La familia hispana ¿típica?

Mi música – “El encarguito” (Guillermo Anderson, Honduras)

**Week 14 – April 25 to April 29**

**April 28, 2022 - Last day to drop/withdrawal from the fall semester**

Cap. 4 (págs. 126 a 134) Segunda parte:

El ocio - Una invitación;

Vocabulario;

Letras y sonidos – Word stress and written accent marks in Spanish; Aplicación;

Demonstrative adjectives and pronouns, Aplicación;

The present tense of *poner*, *salir*, and *traer*; Aplicación

**Week 15 – May 2 to May 6**

**May 2, 2022 - Composición # 2 – between 9:00 and 11:30 p.m.,  
to be done in 30 minutes, without any aids and  
using Respondus LockDown Browser**

Cap. 4 (págs. 135 a 143) Segunda parte:

Aplicación;

*Saber* and *conocer*, Aplicación;

¡Conversemos!

Club cultura – Guatemala: Los mayas;

Panoramas – En tierras de los mayas: Guatemala, El Salvador, Honduras;

Páginas - *Sobreviviendo Guazapa*, CineNuevo, Actividades;

**Repaso final**

**Week 16 – May 8 to May 13**

**Comprehensive final exam – oral and written exercises,  
Respondus LockDown browser**

**Monday, May 9, 2022 - Section D10**

**2 hours between 9:00 a.m. and 11:30 p.m.**

**Tuesday, May 10, 2022 - Section D20**

**2 hours between 9:00 a.m. and 11:30 p.m.**

## **COURSE POLICIES**

### **ATTENDANCE:**

Attendance will be calculated using the weekly logins into Blackboard to complete the assigned short activities. Some weeks you may have more activities than others, based on the assigned material in the textbook. You are expected to complete all the activities each week (including compositions, oral evaluations and exams) to avoid any point deductions from the final course grade due to absences. Any student who does not login at all in a given week will have 6 points deducted from the final course grade. Any student who does not login for 2 weeks loses the possibility of receiving an “A” in the course. A student who does not login for four (4) weeks or more will automatically receive an “F” for the course.

**Plan to login at least 3 times each week to keep up with the learning process.**

### **HONOR CODE:**

**ANY STUDENT WHO PRACTICES ACADEMIC DISHONESTY IN THIS CLASS WILL BE DISMISSED FROM CLASS, AND HE/SHE WILL RECEIVE AN “F” FOR THE COURSE.**

### **MAKE –UP AND LATE WORK:**

There will be no make-up tests, exams, quizzes or work! All written work will be done and

submitted via Blackboard. **Late** work **will not** be accepted.

Students who must miss an exam are not eligible automatically to take a make-up exam, and will be granted that privilege only if a valid explanation is documented. If you have a valid reason for missing an exam when it is scheduled, you may make it up. If possible, you should notify me **BEFORE** the exam. If not, you must notify me **within 24 hours** of the scheduled exam. Make up exams must be arranged by appointment with your instructor, and must be taken **within 2 days** of absence. **Written documentation, in electronic form, is required** before any makeup exam is administered.

There are some valid reasons for a student's absence from class. According to the **Angelo State University 2021-22 Undergraduate**, <http://www.angelo.edu/catalogs/>, "Any student absent because of university business must be allowed to make up missed work within 2-4 days of returning from the university sponsored trip..." (page 167, IV). It is the student's responsibility to inform me in advance, in writing, via e-mail, or **within 24 hours**, of this and any other absences, via e-mail or voice mail, so that I may determine if each absence merits an excuse for make-up work of the missed assignments. Before you return to class, you must submit the written documentation in electronic form via an email to justify all excused or make-up assignments. **For all pre-scheduled university events, the student must complete the make-up assignments before leaving campus to participate in each event.**

**¡BIENVENIDOS! VAMOS A APRENDER ESPAÑOL.**