

Santa Rosa Junior College
SPAN 1 – Elementary Spanish II, Intensive [\$5275]
Spring 2020
TuTh 6:00-7:00 pm (Pacific) in Zoom (mandatory)

Instructor: Joseph Harrington
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Office: Zoom
Office hours: MWF 12-1; MW 3:05-3:35; TuTh 3:00-3:30

Course description

Introduction to Spanish grammar and development of all language skills in a cultural context with special emphasis on interpersonal communication.

Objectives

This course will:

- emphasize language for meaningful interpersonal communication
- present, practice, and assess relevant linguistic and metalinguistic features of the language
- develop listening, speaking, reading, and writing skills
- increase cultural, communicative, and discursive competence
- provide a safe environment to experiment with language

Student Learning Outcomes

Student Learning Outcomes are listed online.

Required online textbook

Blanco (2016). *Portales*. Boston, MA: Vista Higher Learning. ISBN: 978-1-68004-216-0 [6 month access]
Discounted prices are available at the Vista Higher Learning Store for SRJC.

Note: All students ***must purchase and activate*** access to the textbook ***by the end of the second day of instruction***; if there are financial concerns, contact the instructor at the very latest by end of the first day of class.

Teaching approach

This course emphasizes Spanish for meaningful communication and cultural understanding. The online spaces will be a place to practice and experiment through a range of activities and gain confidence in using the language in meaningful situations. Interactive activities with your classmates will reinforce grammar and vocabulary studied and practiced by you *previously* via the *Portales* textbook. Assessment will mirror activities found in the textbook and those provided by the instructor.

Class format

This is an interactive online Spanish class. By being part of this class, you will be expected to interact respectfully with your classmates and professor through various online tools to help you practice Spanish. To be clear, this is not a correspondence course nor a self-directed, self-paced independent study; specific and frequent due dates will be given to ensure class members have roughly the same exposure to the Spanish language and for the professor to provide you with feedback and guidance.

Academic rigor

This course is a college-level CSU and UC transferable course and as such is academically rigorous and intellectually demanding; it is not a high school level or basic conversation class. You will need to invest a considerable amount of time and energy outside of online class sessions to make in order be make progress with the language and meet all academic requirements. If you are having difficulties with the class material and/or requirements, please speak with me and/or a counselor as soon as possible.

Pacing and time commitment

We will be covering a full semester of college-level Spanish in fourteen weeks. You may need to dedicate a number of hours into personal study, completing assigned work, and being available for online sessions and activities. Such an accelerated pace may not work for every student, especially students new to language learning; depending on goals, students may consider taking the traditional class or the conversational class.

Personal responsibility and accountability

Online classes require an increased level of personal responsibility since you will have less direct contact with your professor. It is highly recommended that you plan out on how to you will complete your assignments to avoid waiting until the last possible minute. Furthermore, it is suggested that you complete all work well before the due by dates to give yourself adequate time and to avoid unforeseen technical or other issues.

Any issues that do arise should be communicated to the instructor promptly (within one day of occurrence) for resolution. Generally, ***no late submissions, substitutions or makeup work will be accepted*** and any exception is subject to instructor discretion. Additionally, it is your responsibility to resolve technical issues that may arise including, including, but not limited to, software installation, internet access, using Canvas' video and audio features or Zoom web conferencing, etc.

Accommodations

All students have the right for equitable access to class content and participation in class. If you need disability-related accommodations for this class, please provide the Authorization for Academic Accommodations (AAA letter) from the Disability Resources Department (DRD) to the instructor as soon as possible. You can contact the DRD at (707) 527-4278 or disabilityinfo@santarosa.edu. Any other accommodations are subject to instructor discretion, campus policies, and legal considerations; please contact the instructor to discuss.

The *Portales* website has accessibility issues that may affect students with mobility and/or vision disabilities. Please contact DRD to arrange accommodations. If you need captioning for Zoom web conferencing sessions, please contact me before the start of the course to coordinate.

Instructor availability

I am available for contact during normal business hours (9:00 am–5:00 pm) Monday through Friday. Please be aware that I also have other teaching and professional commitments during the work day so responses will rarely be instantaneous. For your information, I tend to answer email during the early mornings. Generally, I am not available during weekends for meetings or appointments; additionally, I reserve Sundays for personal and family matters and do not answer email or schedule appointments that day; plan accordingly.

Communication

Email is the preferred methods of communication; given technical limitations, messages sent by Canvas will be answered via email. When writing your message, please include the course number as well brief informative subject line (eg. "SPAN 1 Questions about next quiz") to help speed up response time. Properly addressed messages will be answered within the next business day. Email received after 5:00 pm on Fridays may not be answered until the following Monday.

It is your responsibility to communicate any academic concerns or life situations that affect your performance in the class promptly. Do not wait until the end of the term to discuss matters when there may not be time or resources to resolve these issues.

Grading

- Preparation, practice, and review..... 25%
- Interaction and communication
 - Web conferences 25%
 - Canvas activities 5%
- Assessment
 - Quizzes (5) 25%
 - Final exam
 - Oral..... 5%
 - Composition 5%
 - Written..... 10%

The course gradebook can be found in Canvas and will be updated at minimum after the end of each chapter.

Note: The gradebook on the *Portales* website **does not** show your final grade in the course; go to Canvas for this information. Grades are transferred from Portales after each quiz.
There are no make-ups for late or missed work. Additionally, extra credit is not offered.

Preparation, practice, and review

The majority of the preparation, practice, and review will take place on the *Portales* website; any other activities, if any, will be communicated via email and available in Canvas.

- **Preparation** presentations and activities are assigned for completion by every Monday and Wednesday and are brief explanations of grammar or vocabulary paired with a single comprehension activity. They should take roughly 30 minutes to complete and can be completed ahead of the assigned due date. Preparation activities will be graded on a credit/no credit basis and must be completed at latest the end of the day assigned (11:59 pm Pacific Time). **Late work will not be accepted.**
- **Practice** activities are assigned to allow you to increase your abilities with the language. Depending on the topic, combined they will take about two and half hours per week. These exercises are graded though you are welcome to redo them to improve your grade until the due date. These exercises are due generally on Fridays (at 11:50 pm PT). Any late work will be **penalized ten percent** for each day late.
- **Review** exercises will serve to reinforce what we have covered in class and prepare you for the quizzes. Review will be due before chapter quiz and will receive a letter grade. You are welcome to repeat exercises to improve their overall grade until the due date, generally Sundays (at 11:59 pm PT). Any late work will be **penalized ten percent** for each day late.

All activities are available from the beginning of the course to allow you more flexibility in balancing personal, work, and academic matters while completing assigned work on time. You are always welcome and encouraged to work ahead of the assigned due dates.

The following table summarizes the information discussed previously:

	Preparation	Practice	Review
Due by (recommend working ahead)	Mondays and Wednesdays by 11:59 pm	weekly Fridays by 11:59 pm	biweekly Sundays by 11:59 pm
Grading	credit/no credit	points	points
Late work	not accepted	-10% daily	-10% daily

Interaction and communication

Using the language to interact with other classmates is a fundamental to learning and improving language skills. Your participation in this course is vital not only for your success, but the success of your classmates. Research and experience have shown that engaging with classmates, instructor, and course content through various activities is key to improving your language abilities.

Broadly, there are two types of ways you will interact during this course:

- Asynchronously—indirect interaction that **does not require** anyone to be online at the same time; you can do these whenever you want before the due date.
- Synchronously —direct interaction that **requires** class members to be online at the same time; you will need to be available and online at the scheduled time.

All asynchronous activities will be assigned and completed through Canvas and will be given specific due dates for completion. These will include forum posts, uploading video and audio messages, and other assignments. All synchronous activities will happen via Zoom, a video conferencing software available for your computer as well as smartphone and/or tablet. There will be **two mandatory one-hour video conference sessions per week.**

These sessions will be facilitated using Zoom. Instructions for setting up and configuring this software is available on the Canvas course website. Any missed interaction or communication assignments or online sessions **will negatively affect the category grade** and **cannot be made-up or substituted with other work.** With

prior arrangement with **and** email confirmation from the professor, a student may miss one Zoom web conferencing session without impacting the grade.

When participating in Zoom web conferences, please find a quiet, uninterrupted space where you can give your full attention to the presentations, conversations, and activities. You are strongly encouraged to use a headset. Please do not participate in Zoom conferences while operating a vehicle or other situation which will require your divided attention; treat it as normal class time and be prepared to be actively engaged the entire hour.

Quizzes

Comprehensives quizzes will be administered related to monitor language development. Questions will reflect the format of exercises done in the *Portales* website as well as the interactive activities in Canvas and Zoom. Before taking a quiz, you should complete at least all preparation, practice, and review exercises for that particular chapter. You are welcome to review non-assigned exercises in *Portales* or the optional documents in the Files tool in Canvas. These quizzes are timed and must be completed once they are opened; quizzes will not be reopened even if opened by accident. Due dates for major quizzes are listed in the course schedule and in Canvas.

Note: Quizzes are not proctored and administered via the honor system. Students shall not consult other websites—including *Portales*—, people, or other resources while taking the quiz. Submission of a quiz implies that you have agreed that the work submitted is of your own authorship and you have not consulted any other sources. This includes the use of any online translators or other electronic resources. Not following these guidelines may result in not only a failing grade on the quiz, but additional administrative action that could include failing the entire class, academic probation, or suspension.

Final exam

A final exam will be administered at the end of the term and will be cumulative. It will consist of a composition, an oral exam, and a written exam. More details will be provided via email at least a month before occurring.

Resources

The college and department provide resources to help you with your language learning. These include:

- Language Lab, <https://languages.santarosa.edu/language-lab>
Emeritus 1525
Computers reserved for language learners; free printing available for language assignments.
- Tutorial Center, <https://college-skills.santarosa.edu/tutorial-centers>
Doyle Library 4251, 1st floor (Santa Rosa) & Bertolini Hall 134 (Petaluma)
One-on-one tutoring available with previously scheduled appointment.

Technical requirements and tools

- Computer, tablet, or smartphone with a functioning web camera and microphone
- Reliable high-speed broadband or mobile internet connection capable of uploading video and participating in live video conferencing
- Headphones (optional) to reduce audio feedback during interactive sessions

Additionally, you must have the latest versions of the following software on your computer and/or device:

- Zoom, <https://cccconfer.zoom.us/download/>
- Adobe Acrobat or another PDF reader, <https://get.adobe.com/reader/>
- Adobe Flash, <https://get.adobe.com/flashplayer/>

Note: While most of the activities for this course can be completed either on a computer, tablet, or smartphone, there are a few activities on *Portales* (mostly grammar videos) that only can be completed using a computer with Adobe Flash installed; there will be a red warning banner on those pages on any such page.

Plagiarism and online translators

As beginning language students, it is normal to use the language outside of accepted norms, eg. “saying it wrong.” Using the language “incorrectly” is actually part of learning it. As your professor, I am not expecting perfect language. For some students this creates great anxiety. Some feel that they need to use electronic translators to complete work. Using an electronic translator does not allow your brain to learn the language and also is turning in work (language) that is not actually your own. Because of this, use of any electronic text translators (ie. Google Translate, etc.) is considered plagiarism. Work suspected to be generated in part or completely using an electronic translator may have various consequences, including no credit for the assignment, failure of the class, and possible referral to student affairs.

However, consulting online dictionaries for individual words and phrases is permitted to complete assignments; links to some dictionaries are listed on the main page of the course Canvas site.

Other important college policies

Furthermore, you are responsible to be aware of important University policies, such as: adding and dropping courses; academic integrity such as cheating and plagiarism; grade appeal procedures; accommodations for students with disabilities (<http://drd.santarosa.edu>); and the diversity vision statement. These are outlined at <http://student-conduct.santarosa.edu/> and <http://admissions.santarosa.edu/frequently-asked-questions-and-policies>. You may want to speak with a counselor about any concerns you may have. I am happy to direct you to appropriate campus services.

Grievances

It is hoped that any concerns or complaints can be addressed directly with me. Those which cannot be resolved may be directed to the Department Chair, Samantha Lange at slange@santarosa.edu or (707) 778-3972.