1. Course Information

Course Section: SPAN 2002 – IA
CRN: 50749
Course Name: Intermediate Spanish Language and Hispanic Cultures II
Credits: 3
Prerequisite: SPAN 2001 or the equivalent.
Course format: Online with required Online meetings and proctored assessments. See calendars.

Mandatory (First Week)

a - Orientation (Attend one of them)
Face-to-face format: Thursday, June 12 at 11:00 a.m. at West Hall – Room 140 (MCL - Computer Lab)
Online format: on Thursday, June 12 at 3:00 p.m. via Wimba using the Virtual Office room

b - Online readiness assessment (ORA)
Take the SmarterMeasure (ORA) to “find out whether online learning is a good fit for you" @ http://valdosta.smartermeasure.com/
For additional information about SmarterMeasure assessment go to http://www.valdosta.edu/academics/elearning/main/future-students/student-resources.php

It is recommended that you take is before the orientation in case you want to change class format.

c- WebCAPE I and II
Spanish placement assessment @ the Getting Started (GSM) Module and end of semester. See detail information at the GS. Access the placement assessment at http://webcape.byuhtrsc.org
From the dropdown menu, find Valdosta State University, and click on the Go button.
Password: blazers1

2. Instructor Information

Instructor: Dr. Beatriz Potter Office: WH 132 & or Virtual office (Wimba)
E-mail: bpotter@valdosta.edu Phone: 229-259-5108
Office Hours: Tuesday 11:00 a.m. to 12:00 p.m. and Wednesday 12:00 p.m. to 1:00 p.m. and by appointment
To request the appointment, send e-mail in the BlazeView section.
**Let me know if you will be @ WH-132 or in my Wimba Virtual Office.
3. **Course Description**

This is an online course. You need to have a reliable connection to the Internet to be successful in the course. Course content will be delivered and evaluated using VSU Course Management System BlazeView, other online portals and online resources.

**Course Description continuation:**

A continuation of SPAN 2001, with emphasis on proficiency and communicative competence at the intermediate level in the four basic skills: speaking, listening, reading, and writing, as defined by the American Council on the Teaching of Foreign Languages Proficiency Guidelines (ACTFL). Awareness and understanding of various socio-cultural aspects in Spanish and the distinctiveness of certain cultural traditions will be connected with the communicative competences.

This course is designed to continue not only your Spanish language experience but also your knowledge of the culture, history and life styles of the Spanish speaking countries.

4. **Texts, Online Center Portals, and Equipment**

   a) **Textbook:** Plazas, 4th edition. Published by Heinle/Cengage, and with a corresponding online program: iLrn Learning Center (powered by Quia). The full package of the iLrn Learning Center includes an online edition of the textbook, the accompanying online Lab Manual, online Student Activities Manual (workbook), and several other online resources. The VSU custom bundle ISBN is: 978-1-285-25985-7

   It is also recommended that you get a Spanish-English Dictionary.

   **iLrn Online Center: Course Code KXHX868 and select the correct section.**

   ***Instructions to join the course are available in Appendix II at the end of the syllabus.***

   **Attention, in this course, we are going to work with the digital text, online Workbook and online Lab Manual.** If you need to buy the digital edition package described in (a) above, you can check the VSU bookstore, the version comes with the online Looseleaf book. Or buy it from iLrn Website which does not have the Looseleaf Book.

   **Do not buy** from places such as Amazon.com or from students, you need to have the access code to set your own account and work online.

   b) **Transparent Languages Language Portal (TL),** the MCL Department will provide access to the portal. You do not need to buy it.

   To create an account and to access the TL portal go to http://www.valdosta.edu/academics/elearning/main/current-students/student-resources/transparent-language-online.php

   c) **Equipment:** Students should purchase their own **headsets with a built-in microphone** and a **Webcam** to use when accessing many of the course components. Webcam devices may be available in the Media Center to check out.

   Webcams and headsets are required for online meetings with the instructor (Virtual Office), and any of the online Wimba rooms' activities; **Wimba tools** are available in the BlazeView section. Headsets are also used to work on iLrnCentro, TL and Internet portals.
5. STUDENT RESPONSIBILITY:

It is the student’s responsibility to know the administrative procedures established by the University that will be observed in this class. This is especially important regarding dropping or withdrawing from courses of instruction. Students must adhere to deadlines for drops and withdrawals in order to avoid academic and financial penalties.

6. AMERICANS WITH DISABILITIES ACT:

Valdosta State University complies fully with the requirements of the Americans with Disabilities Act (ADA). If you believe that you are covered under this act, Students requesting classroom accommodations or modifications due to a documented disability must contact the Access Office for Students with Disabilities located in Farber Hall South. The phone numbers are 245-2498 (V/VP) and 219-1348 (TTY).

7. Outcomes, Goals and Standards

Course Outcomes*
At the end of instruction in SPAN 2002 the learner is able to:

1. Narrate using complex sentences and short paragraphs and with pronunciation that is comprehensible to the instructor, classmates, and native speakers.
2. Use a variety of words and expressions appropriate to topics being discussed and/or presented. (e.g. quality of life, art and culture, environment, and social life)
3. Express conjectures, speculations, and possibilities in the future time. (e.g. quality of life, art and culture, environment, and social life)
4. Demonstrate an understanding of messages communicated orally by the instructor, by classmates, and by native speakers, as well as by electronic means.
5. Narrate and describe in past, present, and future time with a degree of grammatical accuracy in terms of verb tense and aspect.
6. Speak on a pre-assigned topic and respond to unrehearsed questions relevant to the topic.
7. Use a variety of discourse strategies in order to negotiate meaning with others.
8. Demonstrate discuss and point out general aspects of and issues in Hispanic culture, traditions and life, showing understanding of and tolerance for cultural differences and comparisons to their native cultures.

*All objectives are in Spanish utilizing the present, past, and future tenses and the Subjunctive mood

Course Goal: Upon completion of the course the student will demonstrate proficiency in the four language skills (listening, reading, writing and speaking) at the Intermediate mid-level of proficiency as defined by the American Council on the Teaching of Foreign Languages Proficiency Guidelines (ACTFL) and an awareness of various sociocultural aspects and the distinctiveness of certain cultural traditions.

Learning Goals for the VSU General Education Core may be accessed at:
http://www.valdosta.edu/academic/VSUCore.shtml

• The Area C Learning Goal applicable to this course is: Students will analyze, evaluate, and interpret diverse forms of human communication.
In this document ACTFL refers to the American Council on the Teaching of Foreign Languages Proficiency Guidelines, which can be found at: 
http://www.sil.org/lingualinks/languagelearning/OtherResources/ACTFLProficiencyGuidelines/contents.htm

And (Speaking, revised 1999; writing, revised 2001) 
http://www.actfl.org/i4a/pages/index.cfm?pageid=4236

ACTFL Proficiency Guidelines (Intermediate Mid)

**Listening:** Able to understand sentence-length utterances which consist of recombinations of learned utterances on a variety of topics. Content continues to refer primarily to basic personal background and needs, social conventions and somewhat more complex tasks, such as lodging, transportation, and shopping. Additional content areas include some personal interests and activities, and a greater diversity of instructions and directions. Listening tasks not only pertain to spontaneous face-to-face conversations but also to short routine telephone conversations and some deliberate speech, such as simple announcements and reports over the media. Understanding continues to be uneven.

**Reading:** Able to read consistently with increased understanding simple, connected texts dealing with a variety of basic and social needs. Such texts are still linguistically noncomplex and have a clear underlying internal structure. They impart basic information about which the reader has to make minimal suppositions and to which the reader brings personal interest and/or knowledge. Examples may include short, straightforward descriptions of persons, places, and things written for a wide audience.

**Speaking:** Speakers at the Intermediate-Mid level are able to handle successfully a variety of uncomplicated, basic, and communicative tasks and social situations. Can talk simply about self and family members and can ask and answer questions and participate in simple conversations on topics beyond the most immediate needs; e.g., personal history and leisure time activities. Utterance length increases slightly, but speech may continue to be characterized by frequent long pauses, since the smooth incorporation of even basic conversational strategies is often hindered as the speaker struggles to create appropriate language forms. Pronunciation may continue to be strongly influenced by first language and fluency may still be strained. Although misunderstandings still arise, the Intermediate-Mid speaker can generally be understood by sympathetic interlocutors.

The Intermediate level is characterized by the speaker's ability to:

- create with the language by combining and recombining learned elements, though primarily in a reactive mode
- initiate, minimally sustain, and close in a simple way basic communicative tasks
- ask and answer questions.

**Writing:** Writers at the Intermediate-Mid level are able to meet a number of practical writing needs. Writers can write short, simple letters. Content involves personal preferences, daily routine, everyday events, and other topics grounded in personal experience. Can express present time and at least one other time frame or aspect consistently, e.g., nonpast, habitual, imperfective.

Evidence of control of the syntax of non-complex sentences and basic inflectional morphology, such as declensions and conjugation. Writing tends to be a loose collection of sentences or sentence fragments on a given topic and provides little evidence of conscious organization. Can be understood by natives used to the writing of non-natives.
- **Valdosta State General Education Outcomes** can be found at: [http://www.valdosta.edu/academic/VSUGeneralEducationOutcomes.shtml](http://www.valdosta.edu/academic/VSUGeneralEducationOutcomes.shtml)

- The Program outcomes for the Spanish program can be found at the following site: [http://www.valdosta.edu/mcl/assessments.shtml](http://www.valdosta.edu/mcl/assessments.shtml)


### ACTFL Target Level: Intermediate Mid

<table>
<thead>
<tr>
<th>Course Outcomes</th>
<th>Grade Components used to Measure Outcomes (*)</th>
<th>Types of Assessments</th>
<th>ACTFL/NCATE Program Standards</th>
<th>Projected Major Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1,2,3,4,5,6,7,8</td>
<td>Formative written and oral assessments</td>
<td>1.a, 1.b, 1.c</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>2</td>
<td>1,2,3,4,5,6,7,8</td>
<td>Formative written and oral assessments</td>
<td>1.a, 1.b, 1.c, 2.c</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>3</td>
<td>2,3,4,5,6,7</td>
<td>Formative written and oral assessments</td>
<td>1.a, 1.b, 1.c, 2.a, 2.c</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>4</td>
<td>5,6,7</td>
<td>Formative written and oral assessments Summative oral examination</td>
<td>1.a, 1.b, 1.c</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>5</td>
<td>1,2,3,5,6,7,8</td>
<td>Formative written and oral assessments</td>
<td>1.a, 1.b, 1.c, 2.a</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>6</td>
<td>6,7</td>
<td>Formative written and oral assessments Summative oral examination</td>
<td>1.a, 1.b, 1.c, 2.a, 2.b</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>7</td>
<td>4,5,6,7</td>
<td>Formative written and oral assessments</td>
<td>1.a, 1.b, 2.a</td>
<td>1,2,3,4,6,9</td>
</tr>
<tr>
<td>8</td>
<td>2,3,4,5,7,8</td>
<td>Formative written and oral assessments Summative written examination Summative oral examination</td>
<td>1.a, 1.b, 1.c, 2.a, 2.b, 2.c</td>
<td>1,2,3,4,6,9</td>
</tr>
</tbody>
</table>

*These refer to the evaluation activities listed under Assignments and Assessments in Section 9, below.*
8. **Course Content and Scope**

**Getting Started and Review Modules** – June 11

**Review Module: Capítulo 11 El mundo del trabajo** - (Complete ASAP)

To be completed first day of classes. Review before you start chapter 12, it will help prepare to start working on the course material and to take the Review quiz. To review, go to your iLrn Centro Portal Chapter 11, take the Pre-test if you score 90 points you can move to start working on Chapter 12. If your Pre-Test score is less than 90 points, work on the study plan that the system generates for you and take the Post-Test make sure you score at least 90 points in order to get the Review Quiz points. Go to the “Review” Module/Folder in your BlazeView section, you will find a Review Chapter 11 Guide and a Review PowerPoint that will help you study and get back into the class.

Work on the review as soon as you start the class; the Review Quiz grade will be calculated from your score on the Pre and Post-test scores (90 points = 100 points). The Review Module will close on June 16.

**Course Scope**

<table>
<thead>
<tr>
<th>Modulo Uno</th>
<th>Capítulo 12</th>
<th>El medio ambiente: Costa Rica</th>
<th>June 12 – June 17</th>
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<tbody>
<tr>
<td>Modulo Dos</td>
<td>Capítulo 13</td>
<td>El mundo del espectáculo: Perú y Ecuador</td>
<td>June 17 – June 23</td>
</tr>
<tr>
<td>Modulo Tres</td>
<td>Capítulo 14</td>
<td>La vida pública: Chile</td>
<td>June 23 – June 27</td>
</tr>
<tr>
<td>Modulo Cuatro</td>
<td>Capítulo 15</td>
<td>Los avances tecnológicos: El mundo hispano</td>
<td>June 27 – July 2</td>
</tr>
</tbody>
</table>

*** Project - Interview

Working on the final projects will start at the beginning of Modulo Dos –

- Project proposal due date June 23
- Project due date Sunday, June 29

**Note:** The BlazeView section is organized using Modules/folders. For the course scope in this course; each chapter has a folder named “Modulo #”; there will be four folders named Modulo Uno, Dos, Tres, and Four. The Modulos are located in the folder named "Modulos". Each modulo has a calendar with detail information and dates for all the activities and assignments. I recommend you print a copy of the calendars as they are released with each module and update your calendars.

**Meetings:**

**Orientation:** (Mandatory) attend at least one of the sections. You are welcome to attend both sections. See Welcome e-mail messages and course Announcements for details.

- **Face-to-face format** Thursday, June 12 at 11:00 a.m. at West Hall – Room 140 (MCL - Computer Lab)

- **Online format** on Thursday, June 12 at 3:00 p.m. via Wimba using the Virtual Office room

**Online class meetings & chapter review:** (optional) Time: 11:00 a.m.

**Dates:** Monday, June 16; Friday, June 20, Thursday, June 26, Wednesday, July 2. **Place:** Wimba Virtual Office. Dates and times subject to change, check the calendar and News for updates.

**Individual oral assessment (comprehensive):** schedule an individual meeting After Modulo Dos. Plan ahead and request an appointment; Individual Oral assessment (IOA) June 24 and 25. See numeral 9, Assignments and Assessments.
Project Interview – file due date, Sunday, June 29. See numeral 9, Assignments and Assessments Note for important information regarding the project.

**Online Readiness Assessment (ORA):** (Mandatory)

If you have not taken the assessment yet, I recommend you take before attending the orientation, or during the first week of classes, and before drop and add course ends on June 13 at 1:30 p.m. Take it on Friday before 12:00 p.m. so you have time to decide if you want to stay in the class. The ORA assessment will not affect your grade; the assessment is to help students find out whether online learning is a good fit for the student. To take the assessment, you need to go to [http://www.valdosta.edu/distance/online_readniness.shtml](http://www.valdosta.edu/distance/online_readniness.shtml). See Welcome e-mail for login information and instructions on first page of this syllabus.

**WebCAPE Scores I and II:**

Submit two WebCAPE placement exam scores. Students need to take the placement exam at the beginning of the semester, and at the end of the semester to assess progress. **The score achieved will not affect grades, taking it or not will affect the grade.** After taking the exam, students need to submit their results as part of completing the Getting Started Module; the score submission has points assigned.

To access the placement assessment at [http://webcape.byuhtrsc.org](http://webcape.byuhtrsc.org)
From the dropdown menu, find Valdosta State University, and click on the Go button.

**Password:** blazers1

The WebCAPE language placement exam was developed by the Brigham Young University Humanities Technology and Research Support Center.

**Test, Final exam and proctor test:**

**Three tests – one proctored and two online;** there is a test for chapter 12, 13 and 14. Chapter 15 will be tested in the final exam. **Test # 1 will be proctored.** Test # 2 and test # 3 will be available online (see Appendix I for dates). **The comprehensive final exam will be proctored.**

**Where to proctor?**
- For those students on campus or near Valdosta at the VSU Office of Testing for area. There is not a fee.

- Students outside the Valdosta area will have to find a different location or venue; **there may be a fee associated with the service.** Students proctoring away need to enquire about cost and any other specific questions that the student may have and/or need.

**Students are responsible for finding the educational institution** that provides proctoring services convenient and for sending information to the instructor on time. Go to [https://ecore.usg.edu/exams/sites.php#us](https://ecore.usg.edu/exams/sites.php#us) to see the list of authorized testing places for eCore, these testing centers will work for this class.

ProctorU is another option, students need to contact them directly and make the necessary arrangements. To contact them go to [http://www.proctoru.com/Online_Proctoring.php?gcld=CI668e7C474CFcxZ7Aod20MA2Q](http://www.proctoru.com/Online_Proctoring.php?gcld=CI668e7C474CFcxZ7Aod20MA2Q)

**Final Exam:** Thursday, June 3, 2014 (Proctored exam)
9. Assignments and Assessments

Mark Breakdown

1. Getting Started & WebCAPE I and II (Part of the 1.) 10%
2. Chapter Tests and composition 20%
3. Quizzes: 20%
4. iLrnOnline Assignments (Quia) 20%
5. Oral assessments * 10%
6. Project and participation * 10%
7. Final Examination 10%

* Note: Number 6 and 7 from the Assignments and Assessments cannot be missed. If student misses any of them, the student will fail the class regardless of the final grade he or she has accumulated with the other activities and assessments.

The student’s final grade will be a composite of the following:

Getting Started and WebCAPE I and II 10%
WEB Cape I and II - Spanish placement assessment – Take the placement assessment in the Getting started Module and end of semester. Submit your results. You need to submit both results to get the 5% points of the total grade. See detail information at the Getting Started Modulo.

Access the placement assessment at http://webcape.byuhtrsc.org From the dropdown menu, find Valdosta State University, and click on the Go button. 
Password: blazers1

Chapter Test, composition and Quizzes 40% (Test and Composition 20%, Quizzes 20%)
Written announced or unannounced quizzes or tests will be administered. There will be a peer-review composition during the semester. Students must take tests and quizzes by the due date. Students must do the practice exercises assigned, and study the vocabulary and grammar as suggested in the class plan. No make-up quizzes or tests are given except for the following: Official VSU events, medical emergencies, or death of a family member. Please notify the instructor prior to or immediately following an absence. Send a message with a request for consideration explaining the situation at the earliest possible time along. If necessary documentation needs to submitted, let me know so we can work the details. Failure to do so may result in your not gaining credit for the missed activity. A copy of absence verification is required. If your absence is approved, you must make up the quiz or test at the earliest possible time, before the following class. Make an appointment to make up the work. Note: Follow instructions on each activity and assignment.

iLrn Online Centro Portal (Quia): Digital text, workbook and lab Assignments 20%
The assignments from the iLrn Online Centro Portal: Digital text, Workbook and Lab Manual will be done and submitted online by the deadlines given in Appendix I and the modules’ calendars. Be aware that some of the work is scheduled to be completed on Sunday of each week at 11:59 p.m. Please check your iLrn portal to find out the due dates for each section and comply with the dates. iLrn Online Centro Portal work can be done from any computer with internet access. All exercises correspond to the material presented in the textbook (digital or hardcopy). Be sure to study the vocabulary and review the material in the corresponding section of the textbook before doing the workbook and lab exercises. Do all the exercises assigned. To get all the points (100) for each iLrn chapter grade, students need to complete all the assigned work before the date of the Chapter’s test. Therefore, if you fall behind a day, make sure you complete the work before we start a new Module and chapter.

Chapter’s Pre and post-test will be given a grade as a regular Quiz. These quizzes will correspond to the second quiz grade for each chapter (Quiz # 2, 4, 6 and 8). There will be instructions posted.
To access the digital package to study and complete the Workbook and Lab Manual activities, you need to register in the iLrn Online Centro PortalClass. See Appendix II for course code and instructions.

Oral assessments and Individual Oral Assessment (IOA) 10%
One formal individual oral assessment (IOA) will be given in the course of the semester. It will assess the oral proficiency of the student and will focus primarily on the ability to communicate orally using a range of vocabulary, idiom, grammar and usage but will also take into consideration such elements as pronunciation, linking, fluency and spontaneity. This test/evaluation may take the form of individual oral interviews. The IOA will be 5% of the total grade.

VoiceBoard / Recorded Oral assessments
Use of recordings, videos and “Wimba Tools” like Classroom and Voice Boards will also be used to assess your skills also. Two individual online meetings will be scheduled for Oral assessments.

Transparent Language (TL)
Any assignment from the TL portal will be done and submitted online by the deadlines given with the activities. The activities are designed and included to help you work on phonetics, practice pronunciation and provide additional practice to accomplish your learning objectives. VSU provides access to the portal; students do not need to purchase the license. To access the portal go to http://www.valdosta.edu/academics/elearning/main/current-students/student-resources/transparent-language-online.php

Project and participation 10%
Working individually on an interview, student/s will prepare an interview presentation where students would demonstrate proficiency in the competencies studied during the semester; incorporate vocabulary, grammar structure, concepts and topics from each one of the chapters covered in the course; chapters, 12, 13, 14 and 15. Examples of the interview could be buying or renting a place and enquiring about the social, cultural and environmental aspects of the area; asking about social, cultural, political and environmental aspects of one of the countries covered this semester. The project can be recorded using any video program the student is comfortable using. The student needs to face the camera when recording. It should last no more than 3 minutes. The interview/conversation should not be read. BlazeView or iLrn will be used to publish and share the projects, and to provide general information about the projects. Additionally, students need to view two or three projects from other students and provide feedback and comments. Students are strongly advised to start working on the project early. Project’s guideline will be posted. Interviews will be done in Spanish.

Final Examination 10%

The final examination is a comprehensive proficiency-type examination. It will test the various language skills as well as elements of vocabulary and grammar to which the student has been introduced.

Note: All students are expected to attend the orientation, and meet for oral assessments and submit the project interview. Students should attend online meetings to meet with classmates, instructor and work on course material and reviews.

Semester grades will be recorded on VSU Banner web according the submission schedule. Students need to keep track of the grades and should keep a copy of them in case of any discrepancy.
If student does not meet with the instructor to take the IOA, does not work and submit the project, and does not work with the oral assessments activities and recordings, the student will fail the class with a grade of F regardless of the grade the student has accumulated by the end of the semester. See numeral 9, Assignments and Assessments.

Extra Credit

Students may earn extra credit for active participation in out-of-class activities which directly or indirectly relate to the course. Please submit the activity for approval. Innovative work and/or participation in Second life meetings will be considered for Extra Credit.

Important

Work done for assessment is marked either analytically or holistically based on the degree or proficiency in the corresponding language skills involved and take into consideration range of vocabulary and structures, accuracy in the use of the language, degree of communication achieved and awareness linguistic similarities and differences.

Maximum effort and full active participation are expected in online class activities in BlazeView, iLrnOnline Centro digital text, Workbook and Lab Manual, and oral assessments activities and TL portal. Students are expected to access the class information in BlazeView and iLrnCentro every day during the summer semester. These, though necessary to develop the expected level of proficiency, do not, however, form the basis for the student’s final grade.

Guidelines for online course work and dedication of time to be successful

One day of classes correspond to one week of classes. As a guideline, for a 3 credit course you need to work 6 to 9 hours a week during spring and fall semesters. During the summer this means every day. I recommend you reserve the time to work on the class and organize your calendar.

*** The final grade is based not on effort but on achievement ***

Individual quizzes, tests, assignments etc. may have variable weightings and are not necessarily treated as stand-alone %, but rather as parts of the overall total possible in each category.

BlazeView – VISTA

(VSU Course Management System) will be the main platform/application used to deliver the class, assignments, assessment and class communication in general. Students are responsible for checking the course material and activities in BlazeView and keeping up with the online components and assignments in iLrnOnline Centro: digital text, Workbook and Lab Manual, and TL portal if available this semester.

To logon to BlazeView and access the course section, students need to go to the following URL https://vsu.view.usg.edu/. The login username and password is the same as the login information used to access BlazeNet.

BlazeView – VISTA – Gradebook

Students are responsible for keeping track of the grades. Any discrepancy needs to be reported immediately after grades are posted so the instructor can review and update as needed.

10: Grading Scale: The following grading scale will be used

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>100 – 90%</td>
</tr>
<tr>
<td>B</td>
<td>89 – 80%</td>
</tr>
<tr>
<td>C</td>
<td>79 – 70%</td>
</tr>
<tr>
<td>D</td>
<td>69 – 60%</td>
</tr>
<tr>
<td>F</td>
<td>Below 60%</td>
</tr>
</tbody>
</table>
Guidelines and rubrics are provided for grading oral assessments and the project. They will be located in the Modules.

11. Schedule of main activities and assignments:

For a complete list of dates and detail information see Appendix I.

General Calendar *- *- June 11 – July 3

***Dates subject to change; check Modules' calendars for detail information and updates.

First Class Day ................ Wed, June 11
Late Registration............... All registration ends on Friday, June 13 @ 1:30pm
Midterm ......................... Friday, June 20
Last Class Day................... Wednesday, July 2
Final Exam ...................... Thursday, July 3

***Notes:

- Quizzes, tests, exam, iLrnOnline Centro, TL and presentations dates are subject to change. Quizzes, oral assessments, online meetings and other assignment dates will be announced in each one of the Chapter’s calendars. Dates will be changed as needed as well as scheduling additional oral assessment and meetings.

- Be aware that the dates in the syllabus will not be updated. Check calendars and News in BlazeView

- For the oral assessment and project presentations, you are responsible for making the appointments on time and within the dates specify in Appendix I and the Syllabus; plan ahead and contact me so I can reserve the appointments

12. Classroom Policies

Absence If you do not login at least one time a day to your section, you do not submit work and participate in activities as schedule; I will consider you as absent from the class. Absences are treated the same way, whether for illness, funerals, weddings, sports, etc. “The University expects that all students shall regularly attend all scheduled class meetings held for instruction or examination. . . It is recognized that class attendance is essentially a matter between students and their instructors. All students are held responsible for knowing the specific attendance requirements as prescribed by their instructors and for the satisfactory make-up work missed by absences. When students are to be absent from class, they should immediately contact the instructor. A student who misses more than 20% of the scheduled classes of a course will be subject to receive a failing grade in the course.”

Missed Work and Late Assignments:

Verification must be provided for officially sanctioned VSU activities, as well as for personal or family emergencies for consideration to be given to work missed or assignments handed in after the due deadline. If approved, work missed during absence must be made up at the earliest possible time, before the following day of classes and assignments due must be submitted on time as specified on each one. Send a message with a request for consideration explaining the situation at the earliest possible time along with the documentation needed to support your request. This is a very short semester and there is not much time to make up work.
**Academic Honesty:**

Cheating, copying and plagiarism are forms of academic dishonesty and constitute a very serious offence. Participation in such violations may result in failure or even dismissal from VSU. No credit will be given for the work done. Even if you study or practice with a classmate, be sure to prepare your own individual work unless it is a group assignment. "Students are responsible for knowing and abiding by the Academic Integrity Policy as set forth in the Student Code of Conduct and the faculty members’ syllabi. All students are expected to do their own work and to uphold a high standard of academic ethics. "The full code is available at [http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml](http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml)

**Use of translators or similar applications**

Students should not use translators to create compositions or any assigned work. If a student uses a translator or a similar application to work on his/her assignment, the work will be assigned a grade of zero (0) the first time. The second time the student uses a translator and/or similar applications, the offence will be considered under Academic Honesty and Academic Integrity Policy.

**Make up Tests and Quizzes**

Students who provide acceptable absence verification will be allowed to make up tests and quizzes missed. Make up has to be done on the following day and before any other assessment. See note on Missed Work and Late Assignments, above.

**Language and Computer Labs**

If you are on the Valdosta VSU campus The Computer Lab is in WH 138. Students are expected to use the equipment responsibly and only for school related work. Students are very strongly advised to purchase their own headsets with built in microphone to be able to do the online activities. If the lab is closed, contact one of the staff member for the MCL Department in WH-128 so they can open the Lab for you. You are advised to have your own headsets to work on the online activities, and a Webcam for some of the online meetings and assessments.

**Course Outline Change**

This course outline is subject to revision due to unforeseen circumstances, needs or requirements by the class or the instructor.

13. **Additional Information**

**E-mail:** Important - Only e-mails from your mail in BlazeView will be accepted. If you need to use other e-mail due to the system not being available, use your BlazeNet/VSU e-mail account. When you compose the message, start the subject of the message with the class Section you are in: SPAN-2002-IA or IB

Written homework is to be prepared and submitted according to the following guidelines:
Write your complete name, class and section and due date at the top of your paper. Save your file with your first initial, last name and name of activity separated by dashes (-). For example: bpotter-Project-Plan

**Grades**

Grades will be posted in the BlazeView gradebook. Students are responsible for checking and keeping a record of all the grades and attendance.
Do not be afraid to speak Spanish during our virtual meetings using Wimba Classroom, iLrn Online Centro and working with the oral assessments and recording, even if you make mistakes. By speaking badly you will learn to speak well. Prepare; this will boost your confidence. Participate; this will increase your proficiency.

**Additional help @ Student Success Center**
Seek tutorial help available through the Student Success Center in Langdale Hall. For more information on the Student Success Center, visit the following website: [www.valdosta.edu/ssc](http://www.valdosta.edu/ssc) or call 333-7575. Please seek help early.

- Do not wait until it is too late. Contact your instructor if you need further assistance with your work.

**Important**
To develop the required competence in this course, the student must utilize online resources, language laboratory and other support materials and services and assume responsibility for extensive preparation and practice. **Since this is a 3 credit online course you should plan on working 6 to 9 hours a week which correspond to 3 hours of class and 6 of work and preparation approximately.**

As we advance in the class and semester, considerable use of Spanish will be used in teaching this course, but some explanations and clarifications are given in English.

If the student is to attain the expected level of proficiency in the language, exceptional commitment, attention, time, study, practice and a positive attitude must be present. **THE STUDENT MUST ASSUME RESPONSIBILITY FOR HIS / HER LEARNING.**

*Let’s work together towards having a truly enriching experience.*

- Additional information and documents are available in the BlazeView section folders. Become familiar with the structure and location of documents, tutorials and learning modules dedicated to the chapters and tutorials. If you have questions, post them in the different discussions created for the course. Use e-mail only for personal matters.

- Following you will find **Appendix I** with course general calendar and **Appendix II** with course code and instructions to register in the iLrnOnline Portal (Centro / Quia).

Syllabus: Last updated, June 9, 2014
Appendix I
SPAN 2002 IA
June 11 – July 03
Summer Semester – 2014

General Calendar *- June 11 – July 03 -
*Dates subject to change; check Modules’ calendars for detail information and updates
Additional activities may be assigned as needed.

Review
Capítulo 11 El mundo del trabajo
Review before you start chapter 12 and take the Review Quiz on the first day of classes. For information about the review and the quiz, go to the “Review” Module in BlazeView.

Course Scope

<table>
<thead>
<tr>
<th>Capítulo</th>
<th>Course Title</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>El medio ambiente: Costa Rica</td>
<td>June 12 – June 17</td>
</tr>
<tr>
<td>13</td>
<td>El mundo del espectáculo: Perú y Ecuador</td>
<td>June 17 – June 23</td>
</tr>
<tr>
<td>14</td>
<td>La vida pública: Chile</td>
<td>June 23 – June 27</td>
</tr>
<tr>
<td>15</td>
<td>Los avances tecnológicos: El mundo hispano</td>
<td>June 27 – July 2</td>
</tr>
</tbody>
</table>

*** Oral assessments and project review June 24 - 25 – Appointments set by alphabetical order A-Z.
*** Project - Interview
Working on the final projects will start at the beginning of Modulo Dos –
Project proposal due date June 23
Project due date Sunday, June 29

Date | Activity - Description
---|---
June 11 | First day of class – Welcome
Getting Started Modulo; Syllabus and BlazeView activities.
Take Online readiness Assessment (ORA) before the orientation on June 6.
Take the Spanish WebCAPE placement exam and submit results. Results do not affect your grades; both assessments are part of the Getting Started Module.

Enroll in iLrn – Quia Onine Centro. Course code: KXHX868,
See Syllabus - Appendix II for instructions and additional information.

Review Chapter 11 El mundo del trabajo.
Review Quiz – (Pre and Post-test) – See Review Module/folder

Start Modulo Uno: Chapter 12 La Calidad de Vida

June 12 | Ch 12 - Quiz # 1 – Vocabulary 1 and structure 1
Orientation (Mandatory) - Introductions and course overview; attend one of the meetings:

- **Face-to-face format** Thursday, June 12 at 11:00 a.m. at
West Hall – Room 140 (MCL - Computer Lab)

- **Online format** on Thursday, June 12 at 3:00 p.m. via Wimba using the Virtual Office room see Welcome e-mail message for additional details.
June 13  Registration ends @ 1:30 p.m.
If you have any doubt about staying in the course, please contact me or your adviser.

June 15  Due date Online Centro - Chapter 12

June 16  Wimba Online Meeting 11:00 a.m. (Optional meeting)
Ch 12 - Quiz # 2 – Grammar – Pre and Post-test
Voice Board

June 17  Test # 1* Chapter 12; El medio ambiente: Costa Rica (Proctored Test)
Test will assess your knowledge of the chapter’s vocabulary, structures and cultural aspects.

Start Modulo Dos: Chapter 13; El mundo del espectáculo: Perú y Ecuador

June 18  Ch 13 - Quiz # 3 – Vocabulary 1 and structure 1
Individual oral assessment 1 (IOA1)
Sign up for and individual appointment - Alphabetical order.

June 20  Official Midterm
Voice Board 1 of 2

June 20 - 22  Wimba Online Online Meeting 11:00 a.m. (Optional meeting)
Due date Online Centro - Chapter 13
Ch 13 - Quiz # 4 Grammar – Pre and post-test
VoiceBoard 2 of 2

June 23  Test # 2 Chapter 13 – (Online)
Test will assess your knowledge of the chapter’s vocabulary, structures and cultural aspects.

Start Modulo Tres: Chapter 14; La vida pública: Chile
Proposal – Project deadline

June 24  Ch–14 - Quiz # 5 - Vocabulary 1 and structure 1
Individual Oral Assessment – review project’s proposal with instructor

June 25  Due date Online Centro -Chapter 14

June 26  Wimba Online Online Meeting 11:00 a.m. – Optional meeting
Ch-14 Quiz # 6 – Grammar – Pre and Post-test

June 27  Test # 3 Chapter 14 – (Online)
Test will assess your knowledge of the chapter’s vocabulary, structures and cultural aspects.

Start Modulo Cuatro: Chapter 15 Los avances tecnológicos: El mundo hispano

June 29  Submit final project - Upload project file

June 30  Chapter 15 – Quiz # 7– Vocabulary 1 and structure 1

July 1  Due date Online Centro -Chapter 15,
July 2
Ch-15 Quiz # 8 Grammar – Pre and Post-test
Wimba Online Online Meeting 11:00 a.m
VoiceBoard and/or Transparent Language (TL)
Last day of classes.

July 3
Final exam (Proctored exam)
The final is a comprehensive proficiency-type examination

Proctoring information

Proctoring at VSU, students can proctor at the VSU Testing Center during regular office hours; make reservation at the Testing Centers – No fee.

If not proctoring at VSU, students are responsible for finding the educational institution that provides proctoring services convenient and for sending information to the instructor first week of classes.

Go to https://ecore.usg.edu/exams/sites.php#us to see the list of authorized testing places for eCore, these testing centers will work for this class.

ProctorU (Online) is another option, students need to contact them directly and make the necessary arrangements. To contact them go to http://www.proctoru.com/Online_Proctoring.php?gclid=CI668e7C474CFcxZ7Aod20MA2Q

If you are not proctoring at VSU, there may be a fee, please ask.

Where to find activities, tasks and information?

- BlazeView has the News, Modules, Assessments, VoiceBoards, Wimba Virtual Office, Discussions, and e-mails.

- iLrn Online Portal has the Digital text, Workbook and Lab Manual; activities and exercises will be assigned in the iLrn Portal.

- Transparent Languages (TL) Portal. Assignments will be assigned during the semester using the speech recognition feature of the application and other activities.

  If the TL is not available, additional VoiceBoards and other oral assessments will be assigned.

Appendix I, Last updated, June 9, 2014
Your instructor, Beatriz Potter, invites you to enroll in the following course.

*** Be sure to enroll in the right course so you can work on the Online format assignments. You are in the SPAN 2002 - IA Section.

*** USE your last name and first name as they show in Banner so your grades are recorded correctly.

Course: SPAN 2002 - Beginning Spanish Language & Intro to Hispanic Cultures II - Summer 2014
Code: KXHX868
Book: Plazas 4th Edition iLrn: Heinle Learning Center

CREATING A HEINLE LEARNING CENTER ACCOUNT

If you do not have an account, you need to create one. To do so, follow these steps:

1. Go to http://ilrn.heinle.com and click LOGIN.
2. Click the Create account button.
3. Select a username and password and enter your information, then click Submit.

Note: Remember to write down your username and password and be sure to select the correct time zone. Also, please enter a valid e-mail address so we can send you your password if you forget it.

ENTERING THE BOOK KEY AND COURSE CODE

Enter the book key and course code to complete the enrollment process. You may already have a book key, or you may need to purchase a book key. Depending on your situation, use one of the procedures below. If you activated the book for a previous course, you can start at step 5 of I already have a book key below.

Once you have completed this step, the system lists the course and book on the Student Workstation home page. To enter additional books, enter a book key in the Enter field and click Go.

Note: Book keys can only be used once. Your book key will become invalid after you use it.

I already have a book key

1. Go to http://ilrn.heinle.com and click LOGIN.
2. Enter your username and password and click Log in.
3. At the top of the page, enter your book key and click Go.
4. Click Confirm to confirm your registration information. Your book will appear under the My books heading.
5. Beside the book listing, enter the course code KXHX868 in the Enter course code field and click Go.
6. If necessary, select a class or section and click Submit.
I need to purchase a book key

1. Go to http://ilrn.heinle.com and click LOGIN.
2. Enter your username and password and click Log in.
3. At the top of the page, enter the course code KXHX868 and click Go.
4. If necessary, select a class or section and click Submit. The course and books will appear under the My classes heading.
5. Locate the book and click buy.
6. Proceed through the purchase process.

Note: If the buy link does not appear in Step 5, contact your instructor for information about obtaining a book key.

Using Heinle Learning Center

To access your Student Workstation in the future, go to http://ilrn.heinle.com and log in. Here, you can open your book, submit activities, view your results, and view your instructor's feedback. If you have any questions, contact Heinle Learning Center Support at http://hlc.quia.com/support.

Appendix II, Last updated, June 2, 2014