

BRESCIA UNIVERSITY COLLEGE -
Spanish 1030 - Spanish for Beginners Sec. 530
2015-2016

Instructor: Sarah Brooks

E-mail: sbrooks3@uwo.ca

Office: UH 214

Office hours: Thursdays 3:20-4:20 or by appointment

COURSE DESCRIPTION:

Spanish 1030 is an introduction to listening, speaking, reading and writing in Spanish, and understanding elements of the diverse cultures where the language is spoken. This course is intended for students with little or no previous knowledge of Spanish. It prepares students directly for Spanish 2200 or 2200x.

Prerequisite: None

Anti-requisite: The former Spanish 030, 030x, 002 or 002x. Those students with Grade 12U Spanish or OAC Spanish must consult the Department before registering for this course.

Class meets: Tue. 4:30-6:30 & Wed. 4:30-6:30 in Room: BR18

REQUIRED TEXT:

Viajes: Introducción al español , Second Edition with book key for iLearn: Heinle accesss

ISBN: **9781285586793**

Author: Dorwick et al. Publisher: McGraw-Hill Ryerson

OLINE PURCHASE OPTION

The same package can be purchased through the NelsonBrain website using this

URL: <http://www.nelsonbrain.com/shop/isbn/9781285586793>

OBJECTIVES:

The course offers a balanced four skills introduction to Spanish that adapts to a range of learning styles and prepares students to use the language in a natural way for communication in a variety of situations. The basic structures of Spanish are practiced through a range of activities designed to prepare students to express themselves effectively in Spanish. By means of the active use of Spanish in the classroom and the use of media resources students will acquire the skills necessary for clear communication: listening, speaking,

reading and writing.

EVALUATION:

| | |
|---|-------------------------------------|
| Assigned online work @ http://ilrn.heinle.com | 11% (Access code HEHBCR736) |
| 2 In-class open book compositions | 6% (3% each) |
| 1 Oral Presentation | 5% |
| 4 Tests | 40% (10% each) |
| April Final Examination | 38% |

REQUIRED WORK:

A minimum of one hour homework for every class hour can be expected. Students should do assigned exercises, read the textbook, and prepare notes. Students are expected to read the vocabulary and grammar explanations before class. The on-line features of the textbook are a major component of this course for both assigned work and independent study.

ATTENDANCE & PARTICIPATION:

Attendance and participation in both class and lab are essential to your success in learning. Because attendance is so important in language courses, a student who has missed more than 25% of the classes may not be allowed to write the final exam. Attendance will be monitored. Participation is demonstrated through active involvement in class activities and completion of exercises for and during the class hour.

MISSED OR LATE WORK WORTH LESS THAN 10% & <http://ilrn.heinle.com> assignments:

A student who misses a test or in-class composition should contact the instructor via e-mail. Arrangements will be made to write it within a week of when it was scheduled. Failure to write it within this time will result in 0% for the assignment in question. Missed presentations will not be made up. Students who are too nervous to speak before a group should make prior alternate arrangements with the instructor. All online <http://ilrn.heinle.com> assignments must be completed by their due date. Due dates for the assignments can be found on the textbook webpage for this course at <http://ilrn.heinle.com> by registering with the course access: **HEHBCR736** and then you will need to select the class section which is **Sec 530 Brescia**. A student may use other material on this site and in the text for independent review on or beyond the due dates by accessing material through the various links and tabs on the page, but

any marks received will not be counted.

SCHEDULE (2015- 2016)*

| | |
|----------------------|--|
| Sept. 10 | Introduction to course and text |
| Sept. 15-22 | Capítulo Preliminar(Greetings, numbers 0-30, exchange personal information, basic questions, interrogative words, the use of HAY, subject pronouns and SER) |
| Sept. 22-Oct.1 | Capítulo 1 (People, places and objects on campuses, time and days of the week, gender of nouns and articles and –AR verbs) |
| Oct. 1 | Second class hour: review for TEST #1 [Chapters Preliminar & 1] |
| Oct. 6 (Tue.) | TEST # 1 2 hrs. (10%) |
| Oct. 8-Oct. 22 | Capítulo 2 (Family, possession, descriptive adjectives, uses of SER , -ER and -IR verbs, some uses of TENER, numbers 30-100) |
| Oct. 22- Nov.10 | Capítulo 3 (Leisure activities, likes and dislikes, plans and intentions, weather expressions. Irregular “yo” verbs, and some GUSTAR, IR, SABER, CONOCER, HACER and ESTAR) |
| Oct. 29 | FALL STUDY DAYS = NO CLASS |
| Nov. 10 | Review for TEST #2 [Chapters 2 & 3] |
| Nov. 12 (Th.) | TEST #2 2 hrs. (10%) |
| Nov. 17- Nov.26 | Capítulo 4 (Residences, locations, instructions and feelings. Stem-changing verbs, affirmative “tú” commands, ESTAR and the present progressive. Numbers 100- 1000000) |
| Nov. 30 | LAST DAY TO DROP THIS COURSE WITHOUT ACADEMIC PENALTY |
| Dec.1- Jan.7 | Capítulo 5 (Parts of the body, health and daily activities. The verbs: SER vs, ESTAR, reflexive verbs, and some uses of “Acabar de”. Demonstrative adjectives and pronouns.) |
| Dec. 10 (Th.) | STUDY DAY= NO CLASS {University Classes Resume on Monday, Jan.4} |

- Jan. 5 Continue with: Capítulo 5
- Jan. 7 (Th.) Second class hour: review for TEST # 3 [Chapters 4-5]
- Jan. 12 (Tue.) TEST # 3 (10%)**
- Jan. 14- Feb. 2 Capítulo 6 (Food and drink, comparatives and superlatives, and preterite verbs to describe past events and actions)
- Jan. 21 In class open book composition #1 3% 2hrs.**
 {Use of the textbook and notes is permitted as well as a dictionary on paper or online, please note: the use of e-translators for entire sentences is NOT permitted}
- Feb. 2- Feb. 25 Capítulo 7 (Shopping, clothes, the use of the imperfect tense for habitual actions and feelings in the past, and using direct object pronouns)
- Feb.11 (Th.) In class open book composition #2 3% 2hrs.**
 {Use of the textbook and notes is permitted as well as a dictionary on paper or online, please note: the use of e-translators for entire sentences is NOT permitted}
- Feb. 13-21 SPRING BREAK = NO CLASSES
- Feb. 25 Review for TEST # 4 (chapters 6-7)
- Mar. 3 Discuss Presentation for March 31 or April 5** {This is an individual presentation on system or process worth 5%. You need only attend the day you have your presentation unless you want some extra practice for the exam at the end of each class.}
- Mar. 1 (Tue.) TEST # 4 (10%)**
- Mar. 3-10 Capítulo 8 (Talk about vacations, holidays and special events, interrogative words, the use of preterite vs. imperfect.)
- Mar. 15- 22 Capítulo 9 (Request and provide information about getting around in a city or town and give instructions. Indirect and direct object pronouns, prepositions and adverbs of location, both positive and negative formal and informal

commands.

Mar.24 & 29

Review for FINAL EXAM (Chapters: Preliminary-9)

Mar. 31 OR Apr. 5

Presentation (5%) and review if needed

Apr.

FINAL EXAMINATION (38%) (Chapters Preliminary-9)

*Dates and material to be covered may be adjusted if necessary

Registration Instructions - Your instructor, Sarah Brooks, invites you to enroll in the following course.

Course: Spanish 1030

Code: HEHBCR736

Book: Viajes 2nd 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 HEHBCR736 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, or would like to access a free 3-week trial.

1. Go to www.nelsonbrain.com and follow the instructions to purchase a book key. Your key should either be for an iLrn or Quia eSAM, depending on the title being used in your course.
2. Now that you have your book key, go to <http://ilrn.heinle.com> and click **LOGIN**.
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 HEHBCR736 in the **Enter course code** field and click **Go**.
6. If necessary, select a class or section and click **Submit**.

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>.

BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation. Academic accommodation on medical grounds will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Appropriate academic accommodation will be determined by the Dean's Office in consultation with the student's instructor(s). Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are not grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is **required** if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded under the Medical Documentation heading of the following website: <https://studentservices.uwo.ca/secure/index.cfm> . If it is not possible to have an SMC completed by the attending physician/nurse practitioner, the student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is **not** adequate to support a request for academic accommodation. All documentation is to be submitted to an Academic Advisor.

Whenever possible, requests for academic accommodation should be initiated in advance of due dates, examination dates, etc. Students must follow up with their professors and Academic Advisor in a timely manner.

The full statement of University policy regarding extensions of deadlines or makeup exams can be found at <http://www.westerncalendar.uwo.ca/2015/pg117.html>

2. ACADEMIC CONCERNS

If you feel that you have a medical or personal problem that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds may not be considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult an Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, www.registrar.uwo.ca, for official dates). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*

The Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory.

3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or

assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate.

4. POLICY ON CHEATING & ACADEMIC MISCONDUCT

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf.

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Students are urged to read the section on Scholastic Offences in the Academic Calendar. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Academic Misconduct in the Western Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Student Services Centre, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com.

Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal signed by the student must be sent to the Department Chair. If the response of the department is considered unsatisfactory to the student, she may then submit a signed, written appeal to the Office of the Dean. Only after receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office, or you can consult an Academic Advisor. Students are

advised to consult the section on Academic Rights and Responsibilities in the Western Academic Calendar.

6. PREREQUISITES AND ANTIREQUISITES

Unless you have either the prerequisites for a course or written special permission from your Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

Similarly, you will also be deleted from a class list if you have previously taken an antirequisite course unless this has the approval of the Dean. These decisions may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course because you have taken an antirequisite course.

7. SUPPORT SERVICES

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/>. The Western Registrar's website is at <http://www.registrar.uwo.ca/index.html>. The website for the Student Development Centre at Western is at <http://www.sdc.uwo.ca/>. Students who are in emotional/mental distress should refer to Mental Health @ Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.