

## ELEMENTARY SPANISH I

Rev 1.4.12

Abbreviated SCC syllabus; references are to the current *SCC Student Handbook & Planner*

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**COURSE NUMBER:** SPA 101

**PREREQUISITE(S):** ENG 100 and RDG 032, or exemption of these through placement

**CO-REQUISITE(S):** None

**COURSE DESCRIPTIONS:** This is a (college transfer) course in which the following topics are continued: listening, speaking, reading, and writing, including the study of Hispanic cultures for further development.

**GENERAL EDUCATION OUTCOMES:** See pg 67 of the *SCC Student Planner & Handbook*.

**TEXTBOOK(S):** Zayas-Bazán, Eduardo, Susan M. Bacon, and Holly J. Nibert. ¡Arriba! 6th ed. Upper Saddle River: Pearson, 2012. Print.

Zayas-Bazán, Eduardo, Susan M. Bacon, and Holly J. Nibert. Student Activities Manual to Accompany ¡Arriba! 6th ed. Upper Saddle River: Pearson, 2012. Print.  
ISBN: 978-0-205-74045-1

**REFERENCE(S):** [www.prenhall.com/arriba](http://www.prenhall.com/arriba)  
companion web site

**OTHER REQUIRED MATERIALS, TOOLS, AND EQUIPMENT:** ¡Arriba! 15 Audio CD Set, 6<sup>th</sup> ed. (optional)  
ISBN: 978-0-205-01752-2

Spanish/English Dictionary

**METHOD OF INSTRUCTION:** This course will be taught by a variety of methods, which may include lecture, audio-visual materials, peer critique sessions, and collaborative learning techniques. In addition, instructors may enhance the course through use of a BlackBoard platform and may include discussion boards, chat rooms, posted lectures, streaming video, and other virtual learning

tools.

<b><u>GRADING SYSTEM:</u></b>	93	-	100	=	A
	85	-	92	=	B
	75	-	84	=	C
	65	-	74	=	D
	0	-	64	=	F

Students must continue to show progress in the areas of speaking, reading, writing, and understanding of the language to receive a passing grade in SPA 101.

**Students must master all four SPA 101 competencies in order to receive an overall passing grade in this course; failure to master any one of the competencies will result in a failing grade for the semester.**

<b><u>GRADE</u></b>	Chapter Exams	=	40%
<b><u>CALCULATION</u></b>	In-class assignments and class participation	=	10%
<b><u>METHOD:</u></b>	Final exam	=	20%
	Quizzes and homework.	=	<u>30%</u>
		=	100%

All exams, in-class assignments, quizzes, and homework should incorporate all four competencies—speaking, reading, and writing Spanish, and comprehending spoken Spanish—as well as enhancing students' sensitivity to Hispanic/Latino cultures.

(An overall grade of C is required for transferability and for acceptance into SPA 102.)

The acceptance of late assignments and the opportunity to make up missed tests are privileges that may or may not be granted by the instructor. If these are allowed (with documented evidence of a sound reason for lateness), a student may submit a maximum of one late assignment and/or take one make-up test.

Students found guilty of committing an act of academic misconduct at any level of their class work/communication (including, but not limited to, homework assignments, journals,

drafts of or final written assignments, and classroom or online discussions) will receive a sanction. All students suspected of academic misconduct will be referred to the Chief Instructional Officer or her designee. See Academic Conduct, below, as well as section III.C of the Student Code for Spartanburg Community College.

Because instructors in the Humanities & Languages Department encourage students to write several drafts of their assignments before presenting a final draft, and because they maintain high expectations of their students' adherence to standards, students should not assume that late or inferior work is acceptable. The acceptance of late assignments **(with documented evidence of a sound reason for lateness)** and the opportunity to rewrite are privileges that may or may not be granted by the instructor; **if the instructor does grant such privileges, only one late assignment and one rewrite are allowed per semester.** The administration of make-up tests is also at the instructor's discretion. **If these are allowed, a student may make up a maximum of one missed test per semester in this course.**

### **ATTENDANCE POLICY:**

The student is responsible for punctual and regular attendance in all classes, laboratories, clinical, practica, internships, field trips, and other required class activities. The College does not grant excused absences; therefore, students are urged to reserve their absences for emergencies. When illness or other emergencies occur, the student is responsible for notifying instructors and completing missed work if approved for late submission by instructors. Students should not expect instructors to re-teach material. In order to return to class prepared, students should follow the instructor's agenda and, if possible, communicate with classmates.

The student is tardy if not in class at the time the class is scheduled to begin and is admitted to class at the discretion of the instructor. In addition, students are expected to remain in class for the entire time it is scheduled.

Students should be aware that grades are drastically influenced by absenteeism, tardiness, and leaving class early. Essays and presentations, exams, in-class assignments, homework, and quizzes may earn zeroes if they are due when a student is absent, if they are due at the beginning of a class period for which the student is tardy, or if they are due at the end of a period when a student leaves early.

See the instructor's addendum for specific policies regarding the acceptance of late work and the ability to make up missed tests.

Instructors maintain attendance records. However, it is the student's responsibility to withdraw from a course. A student enrolling in and attending at least one course session remains enrolled until the student initiates a withdrawal. The instructor's signature is not required; students wishing to withdraw must contact the Student Records office (864-592-4681 or [www.sccsc.edu/Records](http://www.sccsc.edu/Records) or visit room SSB 156 on Central Campus).

Withdrawal Policy: During the first 75% of the course, a student may initiate a withdrawal and receive a grade of W. A student cannot initiate a withdrawal during the last 25% of the course. (Neither can an instructor; instructors do not initiate withdrawals at any point.) Extenuating circumstances require documentation and approval by the appropriate department head and academic dean. **The deadline for students who wish to withdraw from this course is**

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Absences for Religious Holidays: Students who are absent from class in order to observe religious holidays are responsible for the content of any activities missed and for the completion of assignments occurring during the period of absence. Students who anticipate their observance of religious holidays will cause them to be absent from class and do not wish such absences to penalize their status in class should adhere to the following guidelines:

1. Observance of religious holidays resulting in three or fewer consecutive absences: Discuss the situation with the instructor and provide written notice at least one week prior to the absence(s). Develop (in writing) and instructor-approved plan which outlines guidelines for making up activities and assignments.
2. Observances of religious holidays resulting in four or more consecutive absences: Discuss the situation with the instructor and provide the instructor with written notice within the first 10 days of the academic term. Develop an instructor-approved plan with outlines guidelines for making up activities and assignments.

**ACADEMIC  
CONDUCT:**

**ACADEMIC DISHONESTY:** Students are expected to uphold the integrity of the College's standard of conduct, specifically in regards to academic honesty. All forms of academic dishonesty including, but not limited to, cheating on assignments/tests, plagiarism, collusion, and falsification of information will call for disciplinary action. Disciplinary action imposed may include one or more of the following: written reprimand, loss of credit for assignment/test, termination from course, and probation, suspension, or expulsion from the College. For further explanation of this and other conduct codes, please refer to the Student Handbook.

**\*\* The use of online translators or excessive help from native Spanish speakers is considered cheating.**

***Plagiarism: The Humanities & Language Department values integrity and believes the academic misconduct of plagiarism to be a grave offense. Therefore, any student proven guilty of committing a flagrant act of plagiarism will be referred to the Vice President for Student Affairs' Office for discipline with a recommendation. Please see attached matrix..***

**CELLULAR PHONES AND PAGERS/BEEPERS:** Cellular phones, pagers and beepers are not permitted to be turned on or used within the classroom. Use of these devices during classroom time will be considered a violation of the student code as it relates to "disruptive behavior."  
In Humanities & Languages classes, all electronic devices such as cell phones, laptops, blackberries, iPods, MP3 players, and other PCDs are not allowed in the class room. (Laptops may be brought in only if the instructor specifically requests them.) Blue tooth devices, ear plugs, and earphones are prohibited as well. With proper identification, emergency responders may keep cell phones active during class.

**CLASS/LAB  
PROCEDURES:**

**Lab Requirements:** Students in SPA 101 are required to participate in lab exercises; for this the student must be prepared and have the required materials.

**REQUIRED SPA 101 AGENDA FOR ALL FULL SEMESTER SECTIONS**

<b>Week</b>	<b>Objective</b>	<b>Textbook</b>	<b>Activity Manual</b>
WEEK 1	Meeting and greeting others	<b>Chapter 1: Saludos y Despedidas</b> Pp 4-5	1-1 through 1-8

	Spelling your name Performing simple math problems	Vowels and Alphabet pp7-9 Numbers pp 0-100	1-9 through 1-17 1-18 through 1-20
WEEK 2	Talking about the calendar and dates	Days of the week, months, and seasons Pp 13-16	1-21 through 1-27 1-28 through 1-31
	Describing our classroom Identifying colors Responding to classroom instructions	<i>En la clase</i> , pp 18-21	1-32 through 1-39
WEEK 3	Talking about yourself and others	Nouns and articles, pp 22-24 Adjective form, position and agreement pp24-25	1-40 through 1-46 1-47 through 1-53
	Talking about yourself and others  Review for Test	Subject pronouns and the present tense of <i>ser</i> Pp 26-28	1-54 through 1-60 1-61 through 1-64
WEEK 4	<b>Chapter 1 Test</b>		
	Describing yourself, other people, and things	<b>Chapter 2: Adjetivos descriptivos y adjetivos de nacionalidad</b> , Pp 40-43	2-1 through 2-7
WEEK 5	Asking for and telling time	Telling time, pp 44-47	2-8 through 2-11
	Asking and responding to simple questions	Formation of yes/no questions and negation; Interrogative words Pp 48-52	2-12 through 2-16 2-17 through 2-22 2-23 through 2-26
WEEK 6	Talking about what you like to do	<i>¿Qué haces? ¿Qué te gusta hacer?</i> pp 54-56  The present tense of regular –ar verbs Pp 57-60	2-27 through 2-33 2-36 through 2-40 2-41 through 2-45
	Talking about what you like to do	The present tense of regular –er and –ir verbs pp 60-62	2-41 through 2-45
WEEK 7	Talking about what you have and what you have to do  Review for test	The present tense of <i>tener</i> <i>Tener que + infinitive</i> pp 63-64	2-46 through 2-48 2-49 through 2-50 2-51 through 2-54
	<b>Chapter 2 Test</b>		
WEEK 8	<b>Movie</b>		
	Exchanging information about classes	<b>Chapter 3: Materias académicas y la vida estudiantil</b> Pp 76-80	3-1 through 3-7
WEEK 9	Exchanging information	The numbers 101-	3-8 through 3-12

	about classes	3,000,000 Pp 81-83	
	Talking about things that belong to you Talking about how you and others feel	Possessive Adjectives pp 83-85 Other expressions with <i>tener</i> Pp 86-88	3-13 through 3-17 3-18 through 3-20 3-21 through 3-24
WEEK 10	Describing yourself and others Asking for and giving simple directions	<i>Actividades y edificios</i> , pp 90-91  The present tense of <i>ir</i> and <i>hacer</i> pp 95-96	3-25 through 3-30  3-33 through 3-41
	Asking for and giving simple directions	The present tense of <i>estar</i> pp 97-99	3-42 through 3-46
WEEK 11	Describing yourself and others Review for test	Summary of uses of <i>ser</i> and <i>estar</i> pp 100-102	3-47 through 3-52 3-53 through 3-56
	Review for chapter test		
WEEK 12	<b>Chapter 3 Test</b>		
WEEK 13	Talking about your family	<b>Chapter 4: Miembros de la familia</b> pp 116-119	4-1 through 4-6
	Expressing desires and preferences	The present tense of stem-changing verbs Pp 119-123	4-7 through 4-15
WEEK 14	<b>Review for Final</b>		
	<b>Final Exam</b>		

**ACCOMMODATIONS:** Students who need special accommodations in this class because of a documented disability should notify Student Disability Services by calling (864) 592-4818, toll-free 1-800-922-3679; via email through the SCC web site at [www.sccsc.edu/resources/disabilities](http://www.sccsc.edu/resources/disabilities); or by visiting the office located in the East Building Room 30-B on the SCC Central campus. Contacting Student Disability Services early in the semester gives the College an opportunity to provide necessary support services and appropriate accommodations.

**COURSE**  
**COMPETENCIES &**  
**OBJECTIVES:**

**Students must master all four SPA 101 competencies in order to receive an overall passing grade in this course; failure to master any one of the competencies will result in a failing grade for the semester.**

**Upon satisfactory completion of this course, the student should be able to:**

- I. Comprehend spoken Spanish
  1. respond (orally) appropriately to spoken Spanish
  2. respond (writing) appropriately to spoken Spanish
  3. respond appropriately to various dialects in the target language
  
- II. Speak comprehensible Spanish.
  1. construct orally accurate sentences in Spanish using appropriate vocabulary and grammatical structure
  2. pronounce Spanish according to Spanish phonetics
  3. react to non-verbal communication in target language
  
- III. Read and comprehend Spanish
  1. respond (orally) appropriately to authentic texts
  2. respond (in writing) appropriately to authentic texts
  
- IV. Write comprehensible Spanish.
  1. construct accurate sentences in Spanish in writing
  2. apply grammar rules to written Spanish
  3. use appropriate vocabulary

Level 1 violation occurring in either a graded or an ungraded assignment	1 <sup>st</sup> offense sanction	2 <sup>nd</sup> offense sanction	3rd offense sanction	4th offense sanction
<p>1. Level 1 violations include repeated documentation errors in an assignment: incomplete or incorrect in-text citations or list of resources, such as a bibliography; for example</p> <ul style="list-style-type: none"> <li>• Missing quotation marks around directly quoted material; citation included</li> <li>• Quotation marks around words, phrases, or sentences that do not match original exactly (or failing to use brackets and/or ellipses to show changes made); citation included</li> <li>• Quotation marks with missing or incorrect citation</li> <li>• Resources presented in such a way that attribution, while attempted, is unclear</li> <li>• Bibliographic entry that is missing identifying information</li> <li>• Citation in text not referenced in bibliography</li> <li>• Failure to change sentence structure or an organizational strategy in paraphrases; citations included</li> <li>• Substituting synonyms in paraphrase; citations included</li> </ul>	<p>May be handled by instructor</p>	<p>Instructor must report student's violation to Dep't Chair and VP of Student Affairs, who will keep documentation on file. If student has committed other academic violations at SCC, the VP will inform the instructor and Dep't Chair.</p> <p>Assignment carries a grade of 0/F until it is resubmitted; resubmitted assignment may not earn a grade higher than C</p> <p>Student should be encouraged to work on mastering documentation by taking advantage of services available on campus; s/he is required to complete the tutorial on avoiding plagiarism offered through the SCC Library</p>	<p>Instructor must report student's violation to Dep't Chair and VP of Student Affairs, who will keep documentation on file. If student has committed other academic violations at SCC, the VP will inform the instructor and Dep't Chair.</p> <p>Assignment receives a grade of 0/F; student does not have resubmission privileges</p>	<p>Instructor must report student's violation to Dep't Chair and VP of Student Affairs, who will keep documentation on file. If student has committed other academic violations at SCC, the VP will inform the instructor and Dep't Chair.</p> <p>Student is withdrawn from class; grade of 0/F for semester is recorded</p> <p>(For any further offense, student's sanctions move to level 2, 3rd offense.)</p>
Level 2 violation committed in either a graded or an ungraded assignment	1st offense sanction	2nd offense sanction	3rd offense sanction	4 <sup>th</sup> offense sanction

<p>2. Level 2 violations include any act of plagiarism: the criminal offense of using someone else's intellectual property (language, ideas, or any original material) and presenting it as one's own; or abetting any act of plagiarism; for example</p> <ul style="list-style-type: none"> <li>• Failing to submit a list of resources used (such as a Works Cited page), whether or not resources are cited in assignment</li> <li>• Failing to cite within a work the ideas, language, or any original material of another, with or without a list of resources used</li> <li>• Allowing another person to contribute his or her original thoughts, language, or creative skills to an assignment without crediting that person; in foreign language classes, this includes accepting uncredited help from translators or native speakers</li> <li>• Copying or cutting and pasting another source or any portion of another source without crediting it</li> <li>• Crediting one source for material created by another source, which is not credited</li> <li>• Mosaic plagiarism: mixing non-credited material with properly cited material</li> <li>• Buying, stealing, or using, with or without permission, another's work or portion of a work without crediting that person</li> <li>• Creating or writing an assignment and allowing another student to submit it as his or her own</li> <li>• Attempting to commit plagiarism</li> </ul>	<p>Instructor must report student's violation to Dep't Chair and VP of Student Affairs, who will keep documentation on file. If student has committed other academic violations at SCC, the VP will inform the instructor and Dep't Chair.</p> <p>Assignment receives a grade of 0</p>	<p>Instructor must report student's violation to Dep't Chair and VP of Student Affairs, who will keep documentation on file. If student has committed other academic violations at SCC, the VP will inform the instructor and Dep't Chair.</p> <p>Student is withdrawn from class; grade of 0/F for semester is recorded</p> <p>Student is placed on disciplinary probation.</p>	<p>Instructor must report student's violation to Dep't Chair and VP of Student Affairs, who will keep documentation on file.</p> <p>Student is placed on disciplinary suspension from SCC for the current and the following semester, beginning immediately; final grades in all courses are averaged as of that day; no refunds are given</p>	<p>Student is expelled from SCC</p>
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