SPAN 111 - Elementary Spanish I
SPAN 111_003 11:00 - 11:50 A.M. MWF HU 314 (20919)
SPAN 111_004 12:00 - 12:50 P.M. MWF HU 312 (20921)

Professor: Dr. Sylvia Morin
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Office: 427E Holt Humanities Building
Office Hours: MWF 1:30 -3:00 p.m.;
T 10:00 a.m. - 12:00 p.m. & 2:00 - 4:00 p.m.
& by appointment

REQUIRED TEXTBOOKS:
2) Workbook to accompany Tu mundo.

Spanish 111 meets three hours a week. In addition students are required to do 2 hours of computer lab work. One hour MUST be done in our computer lab in 415 Humanities. This is a four credit course.

*Each student is required to have his or her own copies of these textbooks. No materials will be shared or photocopied. Books must be purchased by the second day of class (Monday, January 13th). If available, E-Book rentals are acceptable!

COURSE DESCRIPTION: Spanish 111 is an introductory level Spanish course for students with no previous knowledge of the Spanish language. Emphasis is placed on the four skills: listening, reading, writing and speaking. Students are also introduced to different cultural aspects of everyday life in Spanish speaking countries. If you are a new student with previous Spanish experience, you are strongly encouraged to take the placement exam at http://www.utm.edu/departments/modlang/placement_exam/.

COURSE GOALS: To provide students with an introductory knowledge of the Spanish language and Spanish culture. 1) Listening and watching: students will demonstrate basic comprehension of oral and visual messages related to the lessons studied. 2) Reading: students will learn to understand written passages based on vocabulary and structures studied. 3) Speaking: students will be able to respond to common conversational questions dealing with topics studied. 4) Writing: students will be able to compose well-structured paragraphs and to convey basic ideas. Students should be able to attain the Intermediate Level on the ACTFL scale after completing Spanish 111/115, 122 AND 222.

Lab Policy/Hours: All lower-division language courses (i.e. 111, 115, 122 and 222) are 4-credit courses. This being the case, in addition to the three hours spent in class, students must spend two extra 50-minute periods per week in the lab practicing the language in which they are enrolled. One of these two periods MUST take place in the Muriel Tomlinson Language Resource Center (Humanities 415). We require that you spend a minimum of eleven 50-min. sessions in our facility, and we will reduce your grade by 1% for each period under 11 spent there. Remember that students who come late or leave early will be marked absent. Since the language lab is staffed by both student assistants and teachers, you will find help if you need it. Regarding the second 50-minute period, you will be permitted to complete the activities on another computer, in a campus lab or at home. Lab activities are very important and attendance will be taken and tracked throughout the semester. Students who do not attend lab will fail the course. Students are allowed to make up their missed lab hours up to 3 times/semester. Students have to bring "Make-up
Attendance Certificates" issued by their professors when they come to the lab and have an assigned faculty’s sign on the sheet during the make up period.

Lab sign-up is available on Banner starting at 8:00 am on Monday, January 13 until 5:00 pm on Friday, January 17. Students need to sign up for one session on the day and at the hour they intend to come for the rest of the semester. 2014 Spring semester lab hours are M-F: 10 – 10:50, 11 – 11:50, 12 – 12:50, 1 – 1:50, 2 – 2:50, or 3 – 3:50.

We will begin lab formally (with attendance) on Tuesday, January 21.

LAB sign-up procedure: Instructions for signing up for lab will be given in class.

Book website: http://highered.mcgraw-hill.com/sites/0073375098/information_center_view0/
Once you are on the above web page, click on "student edition" (left-hand column); then "choose a capítulo" in the left-hand drop down menu.

GRADING CRITERIA:

Tests (30%): You will take 3 unit tests during the semester as indicated on the lesson schedule.

Quizzes and Oral Quiz (15%): You will take a number of short quizzes based on the textbook chapters and reading assignments. Although pop quizzes will always be a possibility, most quizzes will be announced at least one class period beforehand. The lowest written quiz grade will be dropped. In addition, you will have one oral quiz grade that is part of the 15% of your quiz average. That particular quiz grade is not one that can be dropped.

Final Exam (15%): The final exam is cumulative. Date and time will follow the official schedule as determined by the University. It will take place during Finals Week.

Lab, Workbook and Homework (20%: 10% workbook / 10% lab and homework): You must attend lab and do the CD-ROM exercises / website activities for 2 hours each week for a minimum of 26 hours during the semester according to the “Lab Policy” stated above. You will also be required to complete and hand in all written activities in the lab manual. It is important to remember that the "Exprésate" section of each chapter is worth 10%; if you decide to not do this activity your highest possible grade for your workbook assignment is 90%. More information will be given in class with respect to assignment due dates. THE AUDIO FOR THE WORKBOOKS IS ON THE WEBSITE INDICATED ABOVE.

Attendance (10%): It is essential that you come to class on time each day. As such, attendance will be taken every day. Tardiness (more than 5 minutes late) will negatively affect your grade.

Participation (10%): Not only are you expected to attend class, but you are also required to actively participate in pair-work, group and whole-class discussions IN SPANISH. Failure to do so will be graded accordingly.

GRADE SCALE:
100 - 89.6 = A / 89.5 - 79.6 = B / 79.5 - 69.6 = C / 69.5 - 59.6 = D / 59.5 - 0.0 = F
**CULTURAL EVENTS POLICY:** You can receive extra-points for participating in the cultural life of your campus such as lectures / foreign language movies, etc. Extra credit can increase your grade up to 3%. More information will be given in class.

**POLICY ON MAKE-UPS:** There will be no make-ups for exams or quizzes and assignments will not be accepted after the deadline. Exception to this rule will be granted to students who can provide sound documentation. Documentation (such as doctor's note or court order) must apply directly to the student and correspond to the date of the missed assignment. The acceptance of all notes remains entirely to the professor’s discretion. Please remember that if you are sick and have sound documentation, it is your responsibility to e-mail me regarding your intention to make-up the exam and/or quiz as soon as possible. Once I pass out an exam or a quiz, you cannot make it up as it is now available to everyone.

**ETHICAL EXPECTATIONS:** Cheating and plagiarism are serious offenses against the academic honor code and will be punished severely. All work submitted is expected to be your own and any mechanical translations of assignments, unless assigned in class, will be considered as a violation of the rules of academic integrity and appropriate punishments will be taken. Any such occurrence will result in an F for the assignment in question and/or an F for the entire course. Please see the UT Martin’s Undergraduate and Graduate Catalog for more information.

**ATTENDANCE AND PARTICIPATION:** The successful study of Spanish requires consistent and active participation. Therefore, students are expected to come to class prepared and to participate actively. Participation includes the quality of participation, attentiveness, preparedness, and the timely completion of all work. Simply showing up in class is not enough to earn a good grade.

Tardiness (more than 5 minutes late to class) will negatively affect the participation and attendance grade.

Students who have been away from classes are responsible for the course material covered during their absence as well as being familiar with the material being studied upon their return to classes. It is the students' responsibility to obtain this information from other students before returning to class.

Attendance in this course is required and roll is taken every day. Unexcused absences reduce your final attendance AND participation grade. Students will be allowed three unexcused absences before being penalized with a zero for attendance and participation for each additional absence.

Advising the professor in advance that you are going to be absent does not constitute an excuse. For example, that you are leaving town early for the weekend is not an excuse neither is attending a cousin's wedding. In accordance with University policy, absences are only excused when reasonable documentation is provided (i.e. a written doctor's emergency treatment or observance of religious holidays).

Make sure to check your UTM email account daily. Your instructor will use it to contact you if needed to make any announcements.

**DISABILITIES:** Any student eligible for and requesting academic accommodations due to a disability is requested to provide a letter of accommodation from P.A.C.E or Student Academic Support Center within the first two weeks of the semester.
STUDENTS ON SCHOLARSHIPS: It is your responsibility to earn the required grade in order to maintain your scholarship status. To help you track your progress, you should check your grades on Blackboard; this gives you a good indication of your current average. Do not wait until the end of the semester to work on improving your GPA!

**LESSON SCHEDULE**
Note: All dates are tentative

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THE FINAL WILL TAKE PLACE IN THE CLASSROOM AT THE OFFICIAL TIME AND DATE DESIGNATED BY THE UNIVERSITY.