



# SUFFOLK UNIVERSITY

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## MADRID CAMPUS

### SPAN 101 M1 – ELEMENTARY SPANISH I

#### **Instructor Information:**

**Instructor:** Dr. Rafael Cabañas Alamán

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#### **Course Information:**

**Catalog Description:** Practice in both oral and written language skills. Class activities are organized around cultural themes that reflect the diversity of the Hispanic world and its interconnectedness with the rest of the world. Weekly laboratory sessions required.

**Instructor's Additional Course Description:** The course is for students who have no previous knowledge of Spanish or who have been placed at the level by the placement exam. Students will practice all skills so that they are able to read, write, speak and understand Spanish with as much fluidity as possible. Students will also be introduced to the cultures of the contemporary Spanish-speaking world through a variety of activities which will help them progress and practice the basic linguistic skills.

**Prerequisites:** None

**Credit Hours:** 4

This course follows the US Federal Government's Credit Hour definition: "An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutional established equivalence that reasonably approximates no less than:

- (1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
- (2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours."

For full up-to-date statement:

[https://cihe.neasc.org/sites/cihe.neasc.org/files/downloads/POLICIES/Pp111\\_Policy\\_On\\_Credits-And-Degrees.pdf](https://cihe.neasc.org/sites/cihe.neasc.org/files/downloads/POLICIES/Pp111_Policy_On_Credits-And-Degrees.pdf)

A more detailed breakdown of the student engagement is given below:

Assignments/Activities	Engagement Estimate	Engagement Hours
Homework 1 (written book exercises & Supersight )	300 pages x 12 min. per page	80
Homework 2 (preparation 3 compositions)	30 hours preparation	30
4 tests	20 hours preparation	20
Class attendance	4 hours x 15 weeks	60
Final exam	10 hours preparation	10
<b>TOTAL</b>		<b>200 HOURS</b>

### **Textbook/Course Materials:**

- Blanco, José A. Ed. Portales Boston: Vista Higher Learning, 2015.
- Portales Supersite, includes Workbook/Video Manual, Fotonovela, Panorama Cultural, Flash Cultura: Videos & E-book. All available in Portales Supersite [portales.vhlcentral.com](http://portales.vhlcentral.com)
- A good English-Spanish/ Spanish/English dictionary is highly recommended.
- The book and Supersite code are on sale at the Suffolk bookstore. This link has been created for our class in case you would like to purchase your Portales directly from the editorial house: <http://vistahigherlearning.com/store/suffolk.htm/> This will be included as support.

### **Course Goals & Learning Objectives:**

<b>Upon successful completion of this course, students will know/understand:</b>	<b>Upon successful completion of this course, students will be able to:</b>	<b>How the student will be assessed on these learning outcomes.</b>
<ul style="list-style-type: none"><li>• Greetings, introduce each other, to ask what cannot be understood, spell. Use simple sentences to be able to satisfy real and specific needs.</li></ul>	<ul style="list-style-type: none"><li>• Express agreement or disagreement.</li></ul>	<ul style="list-style-type: none"><li>• Measuring of fluency &amp; degree of grammatical accuracy; (assessed through tests and exams).</li></ul>
<ul style="list-style-type: none"><li>• Learn general grammatical issues from this level (nouns, articles, numbers present tense, forming questions, descriptive adjectives, possessive adjectives, -ar,-er, -ir verbs, stem-changing verbs, direct/ indirect object pronouns, etc).</li></ul>	<ul style="list-style-type: none"><li>• Talk about professions, family life.</li></ul>	<ul style="list-style-type: none"><li>• Ability to interpret basic texts such as forms, menus, messages and short messages (assessed through tests and exams).</li></ul>
<ul style="list-style-type: none"><li>• Time expressions, Develop basic oral skills, and talk about food and ordering at a restaurant, travel topics leisure.</li></ul>	<ul style="list-style-type: none"><li>• Participate in a simple conversation with another speaker.</li></ul>	<ul style="list-style-type: none"><li>• Development of theoretical and practical knowledge of the Spanish language through its use (assessed through tests and exams).</li></ul>
<ul style="list-style-type: none"><li>• Show understanding of cultural differences between various Hispanic cultures.</li></ul>	<ul style="list-style-type: none"><li>• Identify and describe people, places and general objects.</li></ul>	<ul style="list-style-type: none"><li>• Acquire and demonstrate responsibility, capacity of reflection and a constructive style in learning and in communicating with others; (assessed through tests and exams)</li></ul>
<ul style="list-style-type: none"><li>• Recognize words and very basic phrases that are commonly used with people and their immediate environment.</li></ul>	<ul style="list-style-type: none"><li>• Express very frequent uses in daily situations (like talking in the supermarket, stores, etc).</li></ul>	<ul style="list-style-type: none"><li>• Display proper education with respect to the speaker's necessities and ideas (assessed through oral dialogues, written tests and exams)</li></ul>

### ***Study recommendations***

Coming to class well-prepared and eager to participate individually as well as in groups is the key to success in this course. Students should study daily, do all assignments and consult with the instructor if they begin to experience difficulty with the material at any time during the semester.

### ***Beyond the classroom***

Students are encouraged to make the most of their time in Madrid. Speak to Spanish people as much as possible, watch TV in Spanish (especially the news), go to Spanish movies and plays and attend the regular meetings of the Spanish Club. All this will give the extra practice needed and will help gain fluency. **Students are encouraged to write about their experiences in Spain, and give the extra work to the professor.**

## **Assignments/ Tests / Compositions / Exams:**

### ***Assignments***

**There will be daily assignments (normally, book exercises & supersight)**

**NOTE:** All book exercises (pgs. indicated in the syllabus) **MUST** be handwritten and brought to class on the due date.

### ***Tests***

Time will be allotted to revision and preparation of all written tests. The tests will cover the assigned lessons. There will be 5 tests.

### ***Compositions***

3 compositions will be required (double space):

Composition 1 (1 page, in class)

Composition 2 (1 page, in class)

Composition 3 (Written dialogue: 2 pages, in class)

There will be no rescheduling of the Final Exam, and it will include the second half of the syllabus.

**There is no midterm exam.** The midterm grade will be calculated based on compositions and test grades.

**Final exam.** It will include all lessons.

### **Homework:**

In addition to completing any **hand written homework** assignments given by your instructor, you must complete activities in the **Portales Supersight** and turn them in on the dates indicated in the "Portales Supersite Activities Calendar." These exercises offer students ample opportunities to practice their language skills. In order to do the listening and written exercises students must access the **Portales Supersite** ([portales.vhlcentral.com](http://portales.vhlcentral.com)). Portales is a great support to the class.

Work turned in late or work missing sections of an assignment will receive a Failing grade. Please note that homework assignments are due at the beginning of class and your instructor is under no obligation to accept overdue homework, so make arrangements to turn work in even if you are absent from class the day an assignment is due.

### **Course and Classroom Policies:**

All students are responsible for finding out what assignments have been given (written work, quizzes, etc) if they are absent. **Being absent does not justify coming to class unprepared.** The professor will provide information as to what homework is due only once. If students miss this opportunity, they must ask classmates. Generally speaking there will be no make ups for exams, compositions or homework. If students miss an exam, they will be expected to provide a valid medical excuse for the absence and must immediately reschedule the exam. Only a severe medical condition or a serious unavoidable emergency might grant an extension or rescheduling. Any such conditions or emergencies must be proved by means of an official medical certificate or police report. No trips, visits from friends or family members will grant an extension. The use of mobile phones is forbidden in the classroom.

### **Grading/Evaluation:**

#### ***Grade distribution***

20% Participation and attendance

10% Homework (Daily exercises: 5% hand written 5% supersight)

40% 5 Tests, and 3 Compositions

30% Final Exam

**Evaluation Method:**

Final grades will be based on quizzes, tests, essays, final examination, oral interview, and written assignments. Be aware that no late work is accepted and that **THERE ARE NO MAKE-UP DATES FOR TESTS OR QUIZZES.**

***Grading Scale***

Percentage	Grade	Percentage	Grade
94-100	A	77-79	C+
90-93	A-	73-76	C
87-89	B+	70-72	C-
83-86	B	60-69	D
80-82	B-	59 or less	F

**Participation/Attendance Policy:**

The SUMC Student Handbook states the following:

*Once a student is registered for a course, attendance at every meeting of every class is expected, including those held in the first week of the semester. **A maximum of two unjustified absences** will cause the final course grade to be lowered by one-third of a letter grade, i.e., from A to A-; A- to B+; B+ to B, etc.*

*Excessive absences in a course will have a negative effect on the final grade. When a student is absent, the quality of his or her work in a course will deteriorate since material missed in class sessions can rarely be made up satisfactorily, even though the student remains responsible for that work.*

*Please note that even when you have a justified reason for missing class, such as illness, the negative academic impact on learning will be the same as if the absence were for spurious reasons.*

In this course, any absence due to illness should be justified by a note from the student’s physician or other health professional confirming the day(s) on which the student was unable to attend class. Students are responsible for all material and assignments for the days missed, regardless of the reason for the absence.

In the event that a class meeting is unexpectedly cancelled, students will be expected to continue with readings or other assignments as originally scheduled. Any assignments due or class activities (e.g., a quiz, exam or presentation) planned for such a cancelled class are due at the next class meeting unless other instructions are communicated.

You are expected to come to class having thoroughly read and prepared all assigned work (written pages). Remember that all language courses rely heavily on students participating in class discussions, exercises, games, group exercises, etc. Be ready to participate, have a positive attitude! 20% of your participation grade will include your preparation of exercises in the Portales. Short quizzes (announced and unannounced) will be given throughout the semester as part of your preparation grade. There will be **no make-up quizzes**. The student must actively participate in class, showing that he is prepared for the class.

**Disability Statement:**

If you anticipate issues related to the format or requirements of this course, please meet with me. I would like us to discuss ways to ensure your full participation in my classroom.

If formal, disability-related accommodations are necessary, it is very important that you be registered with the Office of Disability Services (ODS) at the main Campus in Boston so that I am notified of your eligibility for reasonable accommodations. We can then plan how best to coordinate your accommodations. Check the ODS web site at [www.suffolk.edu/disability](http://www.suffolk.edu/disability) for information on accommodations.

**Student Resources:**

SUMC provides a range of student services, both academic and personal. To learn more about course-related tutorials and academic workshops, refer to the SUMC Student Handbook, Section 2 “Academic

Policies and Services”. Section 5, “Living in Madrid”, contains information on the medical and mental health resources, including an English-speaking therapist, available to you.

**Midterm Review:**

At midterm, around week 6, you will be given a midterm grade based on your progress to date and performance on written assignments. Midterm grades of C- or below will be reported to the Madrid Campus Academic Standing Committee, with an explanation of what I believe has contributed to that grade: excessive absences, poor time management or study skills, lack of effort, difficulty with the course material or with writing or language skills, etc. The Academic Standing Committee or I may contact you to suggest strategies for addressing these difficulties. I strongly encourage you to visit me during my office hours so we may discuss how you can be successful in this class.

**Academic Misconduct:**

[www.suffolk.edu/about/mission-history/policies-procedures/academic-misconduct-policy](http://www.suffolk.edu/about/mission-history/policies-procedures/academic-misconduct-policy)

Suffolk University expects all students to be responsible individuals with high standards of conduct. Students are expected to practice ethical behavior in all learning environments and scenarios, including classrooms and laboratories, internships and practica, and study groups and academic teams. Cheating, plagiarism, unauthorized collaboration, use of unauthorized electronic devices, self-plagiarism, fabrication or falsification of data, and other types of academic misconduct are treated as serious offenses that initiate a formal process of inquiry, one that may lead to disciplinary sanctions.

Student work will be thoroughly examined for academic integrity and may be scanned using plagiarism detection software. A faculty member suspecting academic misconduct will contact the student using the Suffolk email address to schedule a meeting and will make all effort to do so within five business days of detecting the incident. During the meeting, the faculty member will present the documentation that led to suspected academic misconduct. Resolution of the incident will be according to the procedures outlined in the SUMC Student Handbook.

**Academic Grievances Policy:**

[www.suffolk.edu/student-life/student-services/student-handbook/university-policies-for-student-cas-sbs/grievances-academics](http://www.suffolk.edu/student-life/student-services/student-handbook/university-policies-for-student-cas-sbs/grievances-academics)

**Course Schedule:**

The schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better student learning.

DATE	MATERIAL COVERED	ASSIGNMENTS (To be prepared <u>before</u> class in supersite)
<b>ENERO</b>		
<b>SEMANA 1</b>	Introducción al curso Lección 1: <i>Hola, ¿Qué tal?</i> Read and review course syllabus & class rules	
<b>SEMANA 2</b>	Lección 1: Contextos & Nouns and articles Lección 1: Los saludos & Pronunciación	Read and prepare: pp. 2-5 & 12-15. Do all exercises assigned in supersite Memorize: Vocabulario pp. 38 Read and prepare: pp. 9-11 & 19-23
	Present tense of Ser & Subject pronouns Lección 1: Numbers 0-30 & Telling Time	Do all exercises assigned in supersite Watch: Fotonovela. Read and prepare: pp. 16-18 & 24-27 Do all exercises assigned in supersite

<b>DATE</b>	<b>MATERIAL COVERED</b>	<b>ASSIGNMENTS</b> (To be prepared <u>before</u> class in supersite)
<b>SEMANA 3</b>	Lección 1: Review verb ser Panorama : Estados Unidos Lección 1: Recapitulación práctica Lección 1	Read and prepare: pp. 36-37 Do all exercises assigned in supersite. Read and Prepare: pp. 28-29 Do all exercises assigned in supersite
	Lección 2: En la universidad Contextos & memorize vocabulario	Read and prepare: pp. 40-43 Memorize: vocabulario pp. 76
<b>FEBRERO</b> <b>SEMANA 4</b>	Lección 2: Present tense of -ar verbs. Lección 2: Forming questions in Spanish & Present tense of estar	Read and prepare: pp. 50-54 Do all exercises assigned in supersite Watch: Fotonovela Read and prepare: pp. 44-45 Do all exercises assigned in supersite
	<b>Lección 2: Numbers 31 and higher</b> COMPOSITION 1: In class	Read and Prepare: pp. 63-65
<b>SEMANA 5</b>	Lección 2: Recapitulación & Prueba de práctica Lección 2 Lección 2: Exam 1 Review	Read and prepare: pp. 66-67 Do all exercises assigned in supersite Read and prepare: pp. 74-75 Do all exercises assigned in supersite
	Test 1: LECCIONES 1-2 IN CLASS	Do all exercises assigned in supersite
<b>SEMANA 6</b>	Lección 3: La familia Contextos & vocabulario	Read and prepare: pp. 78-81 Do all exercises assigned in supersite Memorize: vocabulario pp. 114
	Lección 3: Descriptive Adjectives	Read and prepare: pp. 82-83 & 88-92 Do all exercises assigned in supersite Watch: Fotonovela
<b>SEMANA 7</b>	Lección 3: Possessive Adjectives Cultura- ¿Cómo te llamas? & La familia real española  Lección 3: Present tense of -er and -ir verbs	Read and prepare: pp. 86-87, 93-95 Do all exercises assigned in supersite  Read and prepare: pp. 96-99 Do all exercises assigned in supersite
<b>SEMANA 8</b>	Lección 3: Present tense of tener and venir Panorama: Ecuador Lección 3: Recapitulación & Test 2: LECCIÓN 3	Read and prepare: pp. 100-103 & Do all exercises assigned in supersite Read and prepare: pp. 104-105 Do all exercises assigned in supersite
	Lección 4: Los pasatiempos Contextos & vocabulario	Read and prepare: pp. 116-119 Do all exercises assigned in supersite Memorize: Vocabulario pp. 150
<b>SEMANA 9</b>	Lección 4: Present tense of -ir Lección 4: Stem-changing verbs: e-ie, o-ue & e-i & Verbs with irregular yo forms	Read and prepare: pp. 126-128 Do all exercises assigned in supersite. Read and prepare: pp. 129-137 Do all exercises assigned in supersite
	PRÁCTICA	
<b>SEMANA 10</b>	Lección 4: Panorama cultural- México Review stem-changing verbs & irregular yo forms	Read and prepare: pp. 148-149 Do all exercises assigned in supersite
	Lección 4: Recapitulación & Prueba de práctica Lección 4  COMPOSITION 2: In class	Read and prepare: pp. 140-141 Do all exercises assigned in supersite

DATE	MATERIAL COVERED	ASSIGNMENTS (To be prepared <u>before</u> class in supersite)
	Test 3: LECCIÓN 4 Practicar  Lección 5: Las vacaciones Contextos & vocabulario	Read and prepare: pp. 152-157 Memorize: Vocabulario pp. 188 Do all exercises assigned in supersite
<b>ABRIL SEMANA 11</b>	Lección 5: Estar with conditions and emotions Lección 5: The present progressive Dialogues	Read and prepare: pp. 164-165 Do all exercises assigned in supersite. Read and prepare: pp. 166-169 Do all exercises assigned in supersite
	Lección 5: Ser and Estar COMPOSITION 3 (written Dialogue): In class Dialogues	Read and prepare: pp. 170-173 Do all exercises assigned in supersite <b>PRACTICE DIALOGUES</b>
<b>SEMANA 12</b>	Lección 5: Direct object pronouns & Panorama- Puerto Rico Dialogues	Read and prepare: pp. 174-177 & 186-187 Do all exercises assigned in supersite <b>PRACTICE DIALOGUES</b>
	Repaso y actividades en grupo Test 4: PERFORM DIALOGUES	Test 4: PERFORM DIALOGUES
<b>SEMANA 13</b>	Lección 6: ¡De compras! Contextos & vocabulario	Read and prepare: pp. 190-193 Do all exercises assigned in supersite Memorize: Vocabulario pp. 224
<b>SEMANA 14</b>	<b>Test 5: Unit 5</b>  <b>ÚLTIMO DÍA DE CLASE</b>	<b>Test 5: Unit 5</b>  REVIEW