

Online Spanish 2303

Spanish for Spanish Speakers

About the Instructor:



Instructor: Viridiana Vidaña

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Office hours: Virtual- Fridays 8am-12pm via BB Collaborate

Course title: Spanish 2303 (Asynchronous)

Required Course Access: VHL Portales 2

Term: Spring 2021

Welcome!

Hello class, I am Dr. Vidaña and I will be your instructor for the next 16 weeks. I am looking forward to a fun and interactive Spanish class. If you have any questions about the Syllabus, please feel free to ask me.

Description:

Online Spanish for Spanish Speakers 2303 is a course for students—typically north-of-the-border bilinguals—who speak Spanish at home and/or in the community but who have never seriously studied it and who are therefore not fluent readers or writers of it. SPAN 2303 is not designed for students who have been raised and (largely) educated in countries where Spanish is an official language; it is also not designed for north-of-the-border bilinguals who already read and write Spanish proficiently thanks to high-school coursework, K-8 dual-language programs, and the like.

Prerequisites:

Prerequisites for Spanish 2303: If you belong to either of these specified categories mentioned before, you must take the Spanish Placement Test, which will probably place you into a higher course, thereby saving you money and time. If you have already taken SPAN 2304, you cannot sign up for SPAN 2303 to receive credit. If you took the placement test and placed into SPAN 2303, you must enroll in SPAN 2303; if you placed into SPAN 2304, you must enroll in SPAN 2304 (unless you show your instructor written permission from the Placement Director to drop back to SPAN 2303). The Department of Languages and Linguistics reserves the right to rectify errors in placement caused by a student's failure to observe these guidelines, including the option to drop a student enrolled in an inappropriate course.

About Course Materials:

- ***Portales 2*** 1st Ed. Boston: Vista Higher Learning, 2017 by Blanco, José.
Click [HERE](#) to get your access or
- You can buy it at the UTEP bookstore [here](#)
- Computer (desktop or laptop)
- Webcam, microphone, and speakers or earphones/pods
- Things to keep in mind when purchasing course materials:
 - a. Do not buy a used book from an outside source; you will still be required to buy a code to access the online activities and these codes can only be used once by one student.
 - b. Please check the following links to register:

https://vistahigherlearning.com/school/utepaso?store=student_enus_usd&language=226

<https://screencast-o-matic.com/watch/cYVYD2v7V3> (Please note that the name of the instructor in this demonstration demo is not the same as that of your instructor. Your instructor is: **Viridiana Vidana**)

This access code is available at the UTEP Bookstore. Please do not try to buy a used book or code so you will end up paying more for your materials. **If you are not registered by January 27th, 2021 on VHL, your instructor will drop you from class.**

About Student Learning Outcomes: (SLOs)

Upon successful completion of this course, students will be able to:

- 1) Read, comprehend, and analyze authentic texts in Spanish in a variety of genres.
- 2) Write short reports and essays that display effective organization and coherence, command of grammatical structures, and minimal orthographic errors.
- 3) Employ diverse vocabulary and a variety of grammatical structures contrasting between formal and informal social contexts in oral and written communication.

About Online Courses:

Myth 1: Taking an online course will take less time since you don't have to be physically in a classroom.

The Reality: Taking an online class, especially for the first time, can be time consuming. Just like with a face-to-face class, you still need to prepare effective class materials, engage with other students, and assess your learning. Although student interaction is handled differently, online classes are just as complex and intense as campus-based classes.

Myth 2: There will be little class participation.

The Reality: A well-designed online course can increase participation from students who might not feel comfortable sharing their thoughts in a campus-based class. These students now have the opportunity to demonstrate their knowledge and strengths through student-to-student and student-to-instructor conversations.

Myth #3: Students in an online course do not learn as much as students in a face-to-face course.

The Reality: Learning objectives should be the same for online and face-to-face classes, and in either case, assignments support the learning objectives. Research suggests that students can learn more in an online course when collaborative learning approaches, critical thinking prompts, and discussion boards are used.

Myth 4: A face-to-face classroom is a very interactive environment, so it would not translate well online. I am concerned that I will lose this rapport.

The Reality: With an online class, the professor does not have to rely entirely on what she or he can present. A whole world of resources that can address different learning styles is available to develop student engagement and foster an interactive learning environment. Additionally, online students may have more opportunities to engage with and learn from each other than in a face-to-face class.

About Computer Readiness:

This online Spanish course requires that you do the following:

1. Watch videos, make voice recordings and complete other assignments that require an updated computer. The last thing I want for you is to be frustrated with technological issues, so please make sure to do all of the following before beginning this course:
2. Update all of your browsers (Firefox, Safari, and Chrome).
3. Make sure you have access to your UTEP email address as well as Blackboard messages so that you will receive all of my emails/notifications.
4. Your instructor expects that you have basic Internet skills if you are in this course. Those skills include the ability to login to the course website, send, and receive emails with attachments.
5. Also, you must be familiar with MS Word to complete the course written assignments and know how to save all assignments in RTF (rich text format). If you need to review any of the Internet basics, please go to the Microsoft site and brush up.
6. Install a grammar spell checker in Spanish (see resources)

About the Grading Scale:

The following scale is used to calculate your final grade:

A 90.0 – 100% **B** 80.0 - 89.9% **C** 70.0 - 79.9% **D** 65.0 - 69.9% **F** 64.9% or less

VHL and homework.....	20%
Compositions:.....	20%
Discussions.....	15%
Exam 1	15%
Exam 2.....	15%
Exam 3 (Final).....	15%
Total	100%

Exams:

Each exam will consist of a multiple-choice graded section. For each exam you will be provided with a 2 hour window. You must access you exam thru your [VHL](#) portal. You will have only one opportunity to answer each

question and you cannot revisit a question once you have answered it or skipped it. The exams will **open on Thursdays and close on Fridays** (you can access each exam at any time during these days). Grades for the exams are provided (made visible) after all class students have taken the exam.

About *Portales* Homework (20 %):

This is the “meat and potatoes” of the course. I have specifically designed these learning tracks to optimize your language learning experience. This is how it works:

- 1) **Explore:** For each new concept introduced, you will begin your journey here! This is like being in the classroom with me! Here you will find the initial presentation of material. You will receive credit for participation, not performance.
- 2) **Learn:** Next, you will begin to engage with the material and actually learn it! You are now required to be an active participant and take ownership of your learning. Are you up for the challenge? You will receive credit for participation, not performance.
- 3) **Practice:** You have explored, you have learned, now it is time to practice what you know! These will be your traditional homework type of activities that provide you with the opportunity to do independent practice of Spanish; *it is your responsibility to complete the assigned exercises and learn from your mistakes.* My role is to assess whether you are doing the work and provide assistance upon request. **To ask for help simply click on the “Ask your Instructor” link, highlight the exercise that is giving you trouble, and type in your question. I will respond quickly, I promise.** You are graded on these activities, so give it your all!
- 4) **Communicate:** You have now explored, learned, and practiced. This is where you get a true picture of what you know. You will participate in a variety of activities that require you to use the Spanish language. I like to think of these as your “real world” experiences in which you are presented with situations that will require you to use your language “on the fly.” You are graded on these activities, so give it your all!
- 5) **Self-Check:** This part of the track is *¡super padre!* This section is an assessment that provides you with explicit feedback on what you know and do not know. Once you have completed it, you will receive a personalized study plan for remediation and review. It is like having your own personal teacher at your fingertips! Just click on the link and study away! You are graded on these activities, so give it your all!
- 6) **Assessment (Learning Track Quizzes):** You’ve explored, learned, practiced, communicated, and self-assessed. Ready to take a test? You will have one opportunity to show me what you know. This will be a 30 minute timed assessment (**Learning Track Quiz= 10% of your grade**). Sit down in a quiet, stress-free zone and get ready to rock it!

About Compositions: (20%)



You will have to write six compositions during the semester. Compositions are as scheduled in Blackboard and are submitted thru Blackboard. Late compositions receive partial credit if the instructor authorizes submission. You will turn in a composition every other week as will be able to see in BB. Your instructor will make annotations and corrections. Please be sure to look over the grading rubric. In order to avoid too many corrections, ***please install a word corrector***, use link to learn about that:

<https://support.office.com/en-us/article/Switch-between-different-languages-by-setting-the-proofing-language-667BA67A-A202-42FD-8596-EDC1FA320E00>

or use any check speller or word corrector in Spanish on your computer. These programs are available online. Rubrics will help to evaluate your written compositions. Please submit your compositions as attachment as **Word** document. Compositions must be written, double space, letter size 12, and exceed more than two pages. Please do not turn in a composition unless you have checked it with the spell checker in Spanish.

Rubric for your writing assignment:

Writing	Range: 69% below D	Range: 70%-79% C	Range: 80%-89% B	Range: 90%-99% A
Task Completion	Minimal completion of the task; Content is inadequate and hard to understand	Partial completion of the task. Some of the content is adequate	Completion of the task; content appropriate. Requirements are accomplished with some developed ideas with some elaboration and details.	Superior completion of the task. The ideas are well-developed, convincing, and/or imaginative.
Comprehensibility	Text somewhat comprehensible.	Text mostly comprehensible, requiring some interpretation on the part of the reader.	Text comprehensible, requiring minimal interpretation on the part of the reader.	Text readily comprehensible, requiring no interpretation on the part of the reader.
Level Discourse	Variety of discrete sentences; a few basic cohesive devices.	Variety of discrete sentences; some cohesive devices.	Text comprehensible. Some variety of complete and creative sentences. Paragraphs with cohesive devices of the reader.	Use of a variety of complete sentences with creative ideas and appropriate use of cohesive devices
Vocabulary and grammar	Limited use of basic vocabulary and grammar structures	Adequate use of basic vocabulary and grammar structures	Use of new acquired vocabulary and use of complex grammar structures	Adequate use of extensive vocabulary and complex grammar structures
Orthography	Incorrect use of words and lack of accents, punctuation	Some correct use of word, use of accents and punctuation.	Appropriate use of words and use of accents and punctuation.	Superior use of extensive use of complex word. No mistakes with accents and punctuation

Discussions/Social Learning: (15%):

You must participate in eight **discussions** during the semester. All discussions are to be in Spanish and must be completed by the scheduled date in and thru your [Blackboard](#) shell. Late submissions receive partial credit if authorized by the instructor. Your instructor will revise and make annotations, please correct these mistakes. In order to avoid too many corrections on your discussions use the Spanish spell corrector in [Blackboard](#), or *please install any check speller or word corrector in Spanish* on your computer. These programs can be obtained online or do the set up in your *Word* program.

About Netiquette:

1. Online etiquette is extremely important. We must show respect to one another at all times. Rudeness and disrespect are not tolerated in this course. Please recognize that communication is rather "flat" online where we cannot see and hear each other. So be cautious when using sarcasm or negative statements. Familiarize yourself with "smileys," online icons that show emotion, so that you lessen the risk of offending the person you are trying to communicate. Whenever possible, give constructive criticism and treat others the way you would like to be treated.
2. Always consider the audience. Remember that members of the class and the instructor will be reading any postings.
3. Respect and courtesy is necessary to classmates and to instructor at all times. No harassment, flaming, or inappropriate postings are tolerated.
4. Do not use inappropriate language, all capital letters, or language short cuts. Online entries are written in Standard Spanish with edited spelling, grammar, and punctuation.
5. When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
6. Be sure to read everyone's responses before posting. Avoid repetition of what someone else has already said. Add something new to the discussion!
7. You will not receive credit for yes/no answers. Students must demonstrate that they have read the assignment and their classmates' comments carefully and thoughtfully.
8. Be sure to post in a timely fashion to receive credit for attendance and for the discussion. Pay close attention to the posted deadlines.
9. Be sure to look over the *Acceptable content guidelines* before posting on Blackboard.

About the Written Exams: (30%)

Exams:

At the midpoint of the course, it is important to do an assessment to measure your overall proficiency in Spanish. This assessment may include listening comprehension, vocabulary, grammar, reading comprehension and writing. If you do not complete the assessments by the deadline, you will receive a grade of zero. For each exam you will be provided with a 2 hour window. You must access you exam thru your [VHL](#) portal. You will have only one opportunity to answer each question and you cannot revisit a question once you have answered it or skipped it. The exams will **open on Thursdays and close on Fridays** (you can access each exam at any time during these days). Grades for the exams are provided (made visible) after all class students have taken the exam.

I do not allow students to make up exams.

About the Final Written Exam: (15%)

At the end of the course, it is important to do a comprehensive assessment to measure your overall proficiency in Spanish. There will be a comprehensive written exam administered through the **VHL** Supersite (*Portales 2*), for the final assessment. This assessment may include listening comprehension, vocabulary, grammar, reading comprehension and writing. If you do not complete the assessments by the deadline, you will receive a grade of zero.

I do not allow students to make up the final assessment.

About Due Dates in *Portales*:

Every week you will complete various portions of your learning tracks on *Portales*. You are responsible for completing all assigned activities as scheduled. All students will have until Sundays at 11:59pm MT to complete any missing activities. However, all activities are to be submitted and no student should wait until the last minute to start the assignments. Keep in mind that logging in and completing your assignments is a requirement to remain in the course. You will be responsible for:

- **Sundays @ 11:59pm MT:** Activities due in *Portales* EVERY WEEK!

About Late Work:

My role as your instructor is to spend as much time engaging with every student. My time is valuable (as is yours), and I want to spend it teaching you Spanish and not fielding individual problems that often times can be avoided. I have spent a lot of time putting together your course calendar, **record the dates on your own calendar and make it top priority to adhere to them.** I do not accept late work because it is not only unfair to me, but it is unfair to the students who have been responsible and completed their assignments on time. As a student, you are preparing yourself for the real world, in the real world; employers do not give time extensions so, please do not ask!

About How I Provide Feedback to You:

As I mentioned earlier, I encourage you to go into the VHL Supersite (*Portales*) or Blackboard and *view my updated grades and written and/or oral feedback.* Since this is an online class, this is one of the few ways to receive instructor feedback. You do not have the advantage of being in class with me 5 hours a week to receive constant and immediate feedback. **The best way to learn is from your own mistakes.** I will provide feedback on Blackboard in the comments sections. Blackboard will notify you that there is feedback awaiting your review under "notifications" on your dashboard.

You can also text me or e-mail me at any time asking for feedback on any activity.

One more thing to keep in mind: if you want feedback/explanation/help with a particular activity on the VHL Supersite (*Portales*), simply click on the "Ask your Instructor" link, highlight the exercise that is giving you trouble, and type in your question. You can text me also, I will respond quickly, I promise☺.

About Grading in *Portales*:

The electronic *Portales* Supersite is a computer program that grades like a computer and not a human being. I will go back and grade portions of the *Portales* activities, exams, etc. I encourage you to go into *Portales* and *view my updated grades and written and/or oral feedback.* Since this is an online class, instant feedback from your instructor might not always be immediate.

About Communicating with Me via E-mail:

Every Monday, I will send you an announcement with pertinent information reminding you to log on to Blackboard. A weekly overview page explains what you need to do for the week.

All communication from me will go to your [Blackboard](#) email address. I strongly recommend that you use your [Blackboard](#) account for all e-mails regarding the course. If you forward your mail to a commercial e-mail service provider (yahoo.com or msn.com, for example), messages from me or other students may be delayed because these service providers sometimes place temporary blocks on messages originating from universities.

It is extremely important for you to save copies of any messages you send to your instructor via e-mail. If your instructor does not receive your message, you must have a copy of the e-mail (with any attached file), indicating the date sent, to prove that you sent the message. It is your responsibility to maintain copies of your sent e-mails, as there is no way to guarantee that any e-mail message is delivered. Please check your e-mail software to see how it manages sent and saved messages. Some software automatically deletes messages one month after you send them; others only save messages if you file them in folders; others save messages received but not those sent. You may need to send yourself a copy of your e-mailed assignment at the same time you send it to your instructor, or you may need to print a copy of the e-mail message and any attachments to keep in your paper files. No matter how your system works, make sure you know how to save copies of all messages that you send to your instructor and that you save the copies for several months beyond the end of the course.

If you have a personal problem that you do not wish to share with other students in the class, you may e-mail me directly to vvidana@utep.edu or text me at (915) 790-7049. When you send me an e-mail, please put the title of this course and the topic you are writing about in the "Subject" line (for example: Online Spanish 2303, Composition 2). I will respond to you within 24 hours.

About the Course Policies:

1. Only work submitted by the deadlines will receive credit. **No late work of any kind is accepted.** You must complete all the assignments for each module on time. The best way to prepare yourself for the next level of Spanish study is to complete all assignments in a timely manner. Using unauthorized help or methods in completing the activities is not a good idea. Not only is it unethical, you will be putting yourself at a great disadvantage in upper-level courses if you have not mastered the material in SPAN 2303.
2. No extra-credit assignments.
3. No make-up exams are given without a prompt, valid excuse. If approved, the make-up exam is scheduled immediately.
4. Due to the nature of the course, communication between you and your instructor is crucial. You must check your e-mail, [VHL](#) and the [Blackboard](#) announcements regularly.
5. If you have special circumstances, bring them to the attention of your instructor immediately.

Individual Performance Components:

Here are some of the activities you must do during the semester in order to learn the language. You must do this consistently:

- Have a good knowledge of the vocabulary studied in the course.
- Prepare daily for class: both with the e-book and on line exercises.
- Spend time working/using Spanish outside class.

- Speak and listen to the language every day.
- Do your homework regularly using the e-book/workbook or any other assignments given by your instructor.
- Take exams and quizzes on time.
- Write a lot: writing assignments that include sentences and online workbook exercises. Do not use the word **COSA** or **ALGO** in a composition.
- Log in regularly on both platforms Blackboard and VHL
- Have confidence in your ability to use the language expressing your ideas on a subject.
- Work effectively and productively with other students.

About Tutoring:

Free Spanish tutoring is available at the Tutorial Center at Liberal Arts. Please contact them directly for hours or to set up an appointment with a tutor: 915-747-5767

Keep in mind that as your instructor, I am here to help. Feel free to reach out to me

About Academic Dishonesty:

Engaging in any behavior that involves taking credit for work that is not your own will be penalized. There is zero tolerance for cheating and/or allowing others to copy your work on exams and/or homework. Penalties for academic dishonesty range from an "F" on an assignment to dismissal from the course and/ or the college.

Course Policies: Cheating, Plagiarism, Scholastic Dishonesty, and Student Discipline:

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

a. ***Cheating:***

"Copying from the test paper of another student, engaging in written, oral, or any other means of communication with another student during a test, or giving aid to or seeking aid from another student during a test; possession and/or use during a test of materials which are not authorized by the person giving the test, such as class notes, books, or specifically designed "crib notes"; using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program; using a test that has been administered in prior classes or semesters but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission; Collaborating with or seeking aid from another student for an assignment without authority; Substituting for another person, or permitting another person to substitute for one's self, to take a test; and Falsifying research data, laboratory reports, and/or other records or academic work offered for credit"

b. ***Plagiarism:***

"Means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors"

c. ***Collusion:***

"Means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty".

About Students with Disabilities:

The University of Texas at El Paso (UTEP) is committed to providing for the needs of enrolled or admitted students who have disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Therefore, it is the policy of UTEP that the campus makes services available for any student who, through a recent assessment, can document a disability. If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit the office located in UTEP Union East, Room 106.

For additional information, please visit the CASS website at www.sa.utep.edu/cass.

About the Drop Policy:

Students who are inactive are dropped from the course. If an entire week goes by with no activity on your part either through email communication or through submission of VHL or Blackboard activities, I will drop you from the course. **Therefore, it is imperative that you let me know if you are going to be absent from class**

iOJO! During the first week of class, I will check to see that you have accessed the course in **Blackboard and VHL**. If by the **end of the first Friday** of the semester you have not logged on to Blackboard or VHL, I will send you an e-mail letting you know that you are in danger of being dropped from the course. If you do not respond in some way, **I will drop you from the course by the end of the first week**. This may seem harsh, but there are always long waitlists for this course and I would like to give a seat to students who are serious about successfully completing the course.

To expand your proficiency in a language, you must be consistent in the course to engage in active practice. Good consistency is a course requirement. Therefore, if you are not consistent, your instructor will drop you from the course. Here are the rules:

1. **If you miss to complete the exercises, quizzes, test, assignments or discussion for a period longer than two days per week you will be immediately dropped from the class.**

Exceptions to the above-stated policies are made under these circumstances: (1) a medical emergency requiring hospitalization, (2) jury duty or (3) official UTEP business such as athletics, debating team, or band. Documentary proof of official UTEP business or jury duty must be provided ten calendar days before the fact; documentary proof of hospitalization must be provided on the day you return to class.

About Important Dates:

- See calendar at VHL every day for your assignments in *Portales*.
- Also look at the learning modules (*Módulos de aprendizaje*) in Blackboard where Compositions and Discussions will be made available.
- You are responsible for work assigned in both platforms. Be sure to keep an eye on BB announcements as your instructor will communicate important information/material through them.