

☺ ¡Bienvenido a la clase de español! Welcome to Spanish class! ☺

Northeastern Illinois University  
**SPANISH 101**  
Beginning Spanish I  
Spring 2013

**Instructor:** Carmel O'Kane  
**Office:** LWH 2034  
**Phone:** 773.442.4732  
**Email:** [c-okane@neiu.edu](mailto:c-okane@neiu.edu)  
**Office Hours:** MW 3:00-4:30 pm or by appt.

## **COURSE BASICS**

**Prerequisite:** This course assumes no prior study of Spanish. If you have studied Spanish in the past, you should have taken the placement test in order to register for this course. If you haven't done so, the test can be taken at the NEIU Language Lab located on the 4<sup>th</sup> floor of the Ronald Williams library or online. To take the test online visit [www.neiu.edu/~flddept](http://www.neiu.edu/~flddept) or the Department of World Languages & Cultures home page. From the webpage, click on Language Placement Exam and follow the instructions provided. An NEIU student ID number and NEIUport login are required. If you place higher than 101, please speak with me as soon as possible. It is important that students be placed at the appropriate level to derive maximum benefit from the course.

**Textbook:** **VISTAS 4<sup>th</sup> edition, VOLUME 1, LOOSE-LEAF EDITION (LESSONS 1-6) + 6-MONTH SUPERSITE ACCESS** (The textbook can be purchased from Beck's Bookstore on campus or from the publisher's online bookstore. Students who purchase directly from VHL will receive free shipping and instant eDelivery of the Supersite with WebSAM & Vtext. Go to: <http://vistahigherlearning.com/store/neiu.htm/vistas-4th-edition-4.html> )

\*Please note: You will spend more if you purchase the textbook and Supersite passcode separately. New textbooks purchased at the bookstore will include this code. Most used books sold online do not include the access code which is necessary for this course.

**Course Objective:** The primary objective of this course is introduction to the basic elements of Spanish which will enable students to develop communicative language skills as well as a fundamental knowledge of Spanish and Latin American culture. Students will practice reading, listening, and communicating both orally and in writing. Students will be introduced to an understanding of the historical processes and cultural differences of Spanish speaking peoples and their cultural products.

**Catalog Course Description:** (For non-native speakers of Spanish.) Development of basic skills in listening, speaking, reading and writing. Cultural appreciation.

**Detailed Course Description:** The four functions of language (reading, writing, listening and speaking) will be emphasized. In the classroom we will focus on activities that foster the development of listening and speaking skills. Reading and writing will most often be done as homework. Students will participate in the classroom in various communicative activities including surveys, interviews, dialogues, role plays, and other pair and small group exercises, thus enhancing and fine tuning each of the four functions. Your proficiency in the language depends heavily on your exposure to and interaction with Spanish. To maximize your interaction with Spanish, the course is designed to be more student-centered, rather than teacher-centered. The primary roles of your instructor are to guide you, provide you with comprehensible input in Spanish, and to maximize your interaction with Spanish by providing you with opportunities to use the language communicatively. Your role is to prepare the work on the syllabus before coming to class so that you can make full use of the class period to actually use the language. Your active participation plays an extremely important role in determining how much you gain from the course. Ultimately, we hope that you will not only be able to use Spanish purposefully in all 4 skills, but will also be able to make use of this proficiency to increase your marketability when you seek a professional career. Most importantly, learning a foreign language can be quite an enriching and enjoyable experience. We hope you will enjoy this course in Spanish which will help you to build practical skills in the language and also expose you to the rich panorama of cultures that is the Spanish-speaking world.

## **COURSE POLICIES & EXPECTATIONS:**

1) **Attendance:** Frequent exposure and practice is essential to language learning, therefore regular attendance to class is mandatory. Attendance will be taken at every class meeting. Excessive absences (more than 3 during the course of the semester) and/or late arrivals will have a substantially negative impact on your final grade. There will be no distinction made between “excused” and “unexcused” absences. Your attendance/participation grade will drop three percentage points for each class missed beyond the third absence.

2) **Participation:** Consistent and willing participation in all class activities is extremely important for success in the course. Students should come to class prepared to volunteer answers and share ideas and opinions during class discussions and make every effort to speak Spanish in the classroom as much as possible, including any time spent working with partners or in small groups. Every student will be expected to actively participate in each class session and strive to interact with their classmates and instructor in a positive and collaborative way. All of the above constitute the criteria which will be used to assess your class participation grade.

3) **Class preparation:** For each class period, assigned pages of the textbook should be read and corresponding activities completed *before* coming to class. Students should bring the textbook to every class session. Advance preparation of the topics to be covered each class period (vocabulary, grammar, readings, etc.) is key to one’s ability to participate in and benefit fully from each class session.

### **You should do the following in your textbook before coming to class:**

- a) Familiarize yourself with new vocabulary and be able to use it to ask and answer questions, etc.
- b) Study grammar explanations. Grammar explanations in the textbook are in English so that you can study them without intervention from the instructor; the instructor’s explanations of the grammar will be kept to a minimum and class time will be used to put the new structures into practice.
- c) Complete the assigned *Práctica* exercises that correspond to the vocabulary and grammar points for each lesson.
- d) Examine the cultural content and readings and prepare any related activities.

4) **Quizzes:** Short quizzes on verb forms, vocabulary, and/or culture/geography will be given occasionally and will most often be announced in advance. These quizzes will usually be given at the beginning of class. If you are late to class, you will not be allowed to take a missed quiz as these quizzes cannot be made up.

5) **Exams:** There will be five exams, one at the end of each of the five lessons covered. Exams will most often include listening, reading, and writing and will review all material covered in the lesson. The best 4 of 5 exam scores will count towards the final grade. This is to say that the lowest exam grade will be dropped, and if an exam is missed due to absence, the 0 for this exam will be the one to drop. There will be no make-up exams. This includes any part of an exam missed due to late arrival. A short oral exam will also be administered towards the end of the semester. More information on this will be forthcoming.

6) **VISTAS SUPERSITE:** For each lesson covered in the textbook, you will find a corresponding set of online activities on the Supersite (WebSAM), the companion website to your textbook ([www.vhlcentral.com](http://www.vhlcentral.com)). Your interaction with these activities will have an influence on your performance in the classroom. Working on these activities should help you to identify any problems so that you may seek assistance from your instructor or a tutor if needed. To derive maximum benefit from these activities, do not wait until the last minute to complete them; do them on a regular basis as topics are covered in class. In order to receive credit for your work, the activities must be submitted no later than 11:59pm on the due date indicated. Late work will not be awarded any credit.

\*\*Please note that you must first register with your student passcode in order to gain access to the Supersite. Registration instructions will be provided during the Language Lab orientation session. There are also tutorials on how to navigate the site under Help/Support Resources at the bottom right hand corner of the page.

7) **Language Lab:** We will visit the Language Laboratory located on the 4<sup>th</sup> floor of the Library (Room 451) for an orientation session. Information regarding how to access the Vistas Supersite and all available resources will be

provided. Free tutoring is also available to students in the Language Lab. (442-4752 or 4753)  
[www.neiu.edu/languages/flanglab](http://www.neiu.edu/languages/flanglab)

### **METHOD OF COURSE EVALUATION**

This is how your final grade for the course will be assessed:

<b>Exams</b>	<b>50%</b>
<b>Supersite</b> (online homework)	<b>20%</b>
<b>Quizzes / Written assignments</b>	<b>10%</b>
<b>Attendance / Participation</b>	<b>20%</b>

Grading Scale:

A=100-90%    B=80-89%    C=70-79%    D=60-69%    F=59% or below

### **OTHER IMPORTANT INFORMATION**

Students should be familiar with the University Student Conduct Code found in the Student Handbook. Disruptive or disrespectful behavior in the classroom will not be tolerated. In addition, certain behaviors during class time are inappropriate and should be avoided (i.e. disruptive chatting, eating, sleeping, use of cell phones and/or other devices, etc.).

**\*The use of cell phones and/or any other unapproved electronic devices is prohibited in the classroom. These should be turned off completely and put away for the duration of the class period. Cell phone use during class time will result in 0 participation for the day—the equivalent of an absence.**

It is recognized that a safe university environment is the shared responsibility of faculty, staff, and students, all of whom are expected to familiarize themselves with and cooperate with emergency procedures. Web links to Campus Safety: Emergency Procedures and Safety Information can be found on NEIUport on the MyNEIU tab or as follows:

For the Main campus: <http://www.neiu.edu/~neutemp/EmergencyProcedures/MainCampus/>

\*MLK, Jr. Day holiday: Monday, Jan. 21, 2013 (No classes)

\*Last day to drop the course (no refund): March 29, 2013

### **Frases útiles** (*Useful phrases for the Spanish classroom*)

¿Cómo?	<i>What? (as in "Excuse me, what was that?")</i>
Repita, por favor.	<i>Please repeat.</i>
Otra vez, por favor.	<i>Again, please.</i>
Más despacio, por favor.	<i>Slower, please.</i>
Tengo una pregunta.	<i>I have a question.</i>
No entiendo. / No comprendo.	<i>I don't understand.</i>
No sé.	<i>I don't know.</i>
Perdón.	<i>Excuse me. / Sorry.</i>
¿Cómo se dice ( <i>book</i> ) en español?	<i>How do you say (<i>book</i>) in Spanish?</i>
¿Qué quiere decir ( <i>libro</i> )?	<i>What does (<i>libro</i>) mean?</i>
¿Qué significa ( <i>libro</i> )?	<i>What does (<i>libro</i>) mean?</i>
¿Cómo se escribe ____?	<i>How do you write/spell ____?</i>

**Remember to make every effort to use Spanish in class at all times!** ☺