Sample Syllabus for HYBRID SPANISH 1 - Irvine Valley College

This syllabus is subject to change without notice.
See your instructor for the current syllabus of the course you are enrolled in.

Spanish Dept. Website: http://academics.ivc.edu/LLR/spanish/Pages/default.aspx

Due to enrollment demands, students who do not show up the first day of class will be dropped.
If you wish to retain a place in this class, you must also attend class for the first two weeks.

IS HYBRID-ONLINE LEARNING RIGHT FOR YOU?

This is a five unit course that includes three hours of face to face instruction, two hours of online instruction and 8-10 hours a week of assignments. A hybrid course requires students to be highly motivated, possess excellent time management skills and be able to learn independently.

Misconceptions about hybrid/online courses:

- **It’s a good choice if you are too busy and don't have the time to dedicate to a face to face class.**
  If you make the commitment to take any college course, you need to have the time it requires to be successful. If you don't have the time, a hybrid course is not the solution; you should enroll at another time.

- **You proceed through the materials at your own pace.** Hybrid courses, like any college course, follow a detailed course calendar with due dates to which students must adhere.

TEXT & MATERIALS

- **Tu mundo Plus Package** (e-book, e-workbook and lab manual, loose leaf copy of text plus access to Connect Spanish and LearnSmart), by Andrade, Egasse, Muñoz and Cabrera-Puche, ISBN 9781259163999. Available at the IVC bookstore. These materials are used for IVC Spanish 1, 2 & 3.

- Students may purchase a 14 day trial for the textbook to try it out and then after 14 days buy the book and have all assignments completed transfer to their new account. This option is only available during the first two weeks of class.

- **6 scantrons 882-E and 1 scantron 888-E**

- Have access to a computer that is not more than three years old and a microphone that is compatible with the computer.

All students must bring a copy of the *Tu mundo* textbook to every class in order to participate in class activities.

GOALS

The primary focus of this first semester of Spanish is to develop your ability to understand native spoken and written Spanish and to enable you to express yourself in basic situations. Listening comprehension and reading are the bases for the acquisition of a new language. You cannot expect to acquire native-like competence in a foreign language in one to two years; you can expect to be able to communicate with native speakers of Spanish even though you make mistakes.

The goal in this course is communicative competence not grammatical perfection. Classroom time will be devoted almost solely to activities that will allow you to practice your skills of understanding and interacting in Spanish. Classroom time will NOT be spent doing grammar drills, translating, or listening to lengthy explanations of grammar. Assigned reading, writing and grammar activities will prepare you for oral/aural classroom practice and tests. Students are expected to study and practice most grammatical concepts outside of class.
OBJECTIVES

At the end of this semester, you can reasonably expect to be able to understand and communicate on the following topics:

- **Beginning Conversations**: Names, Colors, Clothing, Description of people, Greetings
- **Friends and Classmates**: Age and birthdays, Months, Days of the week, Numbers 0-2000, Classroom objects and commands, Parts of the body, Origin and nationalities.
- **Activities**: Favorite activities, Telling time, Daily activities, Weather and seasons
- **Family and Friends**: Family, Preferences and desires, Personal data, Languages, Future plans
- **Daily Routine and Holidays**: Routine activities, Foods and mealtimes, Holidays and celebrations, States of being and emotions
- **School and Work**: Subjects studied, Classroom activities, Abilities, Careers and work activities, Obligations

STUDENT LEARNING OUTCOMES (State mandated)

- Student will interpret native spoken Spanish language based on topics listed in the Course Outline of Record (available at [www.ivc.edu](http://www.ivc.edu). Click on Class Schedule, Spanish, Details, Topics Covered).
- Student will read and interpret material written in Spanish of at least two paragraphs in length.
- Student will correctly identify course-pertinent vocabulary based on topics listed in Course Outline of Record.

<table>
<thead>
<tr>
<th>Participate in class discussions</th>
<th>10%</th>
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<tbody>
<tr>
<td>Assignments (Connect Spanish 20%)</td>
<td>30%</td>
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<tr>
<td>Chapter Quizzes</td>
<td>40%</td>
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<tr>
<td>Final Exam</td>
<td>20%</td>
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GRADES ARE NOT ROUNDED-UP ON THE FINAL GRADE IN THE COURSE.

FINAL GRADE: Final grades are posted to MySite one to two weeks after the final exam.

PARTICIPATION (10% of grade)

This class requires your participation and absences will affect the participation portion of your grade. **Students may miss one (1) class. For each subsequent absence 10% will be deducted from the Participation portion of the grade.** If you are asked to leave class for a discipline-related issue, you will be considered absent for that class session. Arriving late or leaving early will count toward missed classes. Absences for illness, family obligations, work, sports events, student government and other classes count as part of your absences. Prolonged hospital stays or medical conditions making class attendance impossible will necessitate withdrawal from the course. If the drop date has passed, you may obtain a “Medical Drop”.

**There are no "excused" absences; use your absences wisely.** District policy (Administration regulation 5616) stipulates that students who miss ten cumulative hours can be dropped from a course. **Students who miss eleven (11) or more hours of instruction may consider this contract terminated and your instructor may drop you.** However, the final responsibility for dropping a course is always the student’s. See Participation Rubric under Documents on Blackboard.
ASSIGNMENTS (30% of grade)

This course requires college level skills in reading, writing, listening, speaking and note taking. This course is worth five (5) units and will require you to work 8-12 hours per week outside of class. There are two kinds of assignments: (See assignment handout for further details.)

- **Connect Spanish (20%)** - Each chapter is worth 100 points. There are also assignments in Connect Spanish that are labeled ¡A practicar! as well as Grammar Tutorials. These practice assignments do not count as part of your grade but will help you to acquire Spanish and succeed in the class.

- **Writing Component (10%)**
  - *Ensayos (Essays)* – There will be an assigned topic for Chapters 3, 4 and 5. There is no essay assigned for Chapter 6. Each graded essay is worth 100 points. With each subsequent essay you will need to turn in the previous essays so that your instructor can gauge your progress. Do NOT use a computer to translate your essay from English. Do NOT have a native speaker or anyone else write or significantly edit your essay. **LATE ESSAYS ARE NOT ACCEPTED.**
  - Writing assignments on Blackboard – to be announced

A list of all homework assignments will be posted to Blackboard. **Always check the assignment list; it is your responsibility to complete work on time.** When you write essays, edit your work carefully before submitting. All essays must be typed, double-spaced, using Times New Roman, Calibri or Tahoma font 12 or larger. 10% will be deducted for work that does not follow these guidelines. When your essays are returned, examine all corrections carefully since they will help you to improve your written Spanish. If you are absent, you may email the assignment as an attachment to your instructor. Your email must arrive in your instructor’s mail box before class. Please retain all essays corrected by your instructor until your grade in the class is posted. If you disagree with your professor’s record, you will need to show her your corrected essay.

**THERE ARE NO EXTRA CREDIT ASSIGNMENTS.**

Do the work that is assigned, do it well, and you will not need extra credit. 😊

CHAPTER QUIZZES (40% of grade)

There will be a vocabulary and culture quiz at the end of each chapter. **The lowest quiz grade will be dropped.** You will need a scantron 882-E for each quiz.

FINAL EXAM (20% of grade)

The final exam is **cumulative** and will include material from Chapters 1 - 6. The final exam will have listening, reading, vocabulary and writing components, as well as a section on countries, nationalities and capital cities of Spanish speaking countries. Bring a scantron 888-E

TESTING CONDITIONS

- If you arrive late, no accommodations will be made for you to make up any portion of an exam nor will you be given extra time to complete the exam.
- No electronic devices and no dictionary unless approved by instructor.
- **You may not leave the room once you have started the exam.**
- Observe careful exam etiquette: cover your answer sheet and do not let your eyes wander.

All quizzes and exams will be returned for review and then retained by the instructor for 90 days after the end of the semester.
**Language Acquisition Center (LAC) – B354**

Students who enroll in Spanish 180 are eligible for free tutoring or conversational practice in the LAC. Spanish 180 is a .5 (½) unit, open entry course. Students who enroll in this course have access to help from professors and from various types of language learning software. Students may receive up to two (2) hours of credit per day for a maximum of eight (8) hours of credit per week for attending the LAC. Students enrolled in Spanish 180 and who complete 24 approved hours in the center may replace two missed classes or earn up to 50 assignment points to be given to a maximum of two (2) Connect assignments OR to one (1) Connect assignment and one (1) essay. These 24 hours must be completed by noon on the last day of the semester. For more information visit the LAC website, [http://academics.ivc.edu/languagecenter](http://academics.ivc.edu/languagecenter).

**USING THE INTERNET IN SPANISH**

- This syllabus and the assignment handout for this course are posted on Blackboard. Access Blackboard from the IVC homepage at [www.ivc.edu](http://www.ivc.edu).
- You will use **Connect Spanish** to do assigned grammar exercises, written activities, listening activities and readings. Each enrolled student received an email with an attachment that contains instructions for enrolling in **Connect Spanish** along with a specific URL that you will use to access this course. **Log on to Connect Spanish at [http://connect.mheducation.com](http://connect.mheducation.com).** A detailed description on how to register can be found in the Connect website by clicking the “Students” tab on top.
- Be aware that the publisher does not recommend that students use tablets or cellphones to do their Connect assignments. It is best to use a laptop or a desktop.

**NATIVE SPEAKERS**

This Spanish class is well below the level of any native speaker of Spanish. If you do not wish to learn another language and choose to be in this class in order to meet a college requirement, keep in mind that your instructor will only give you credit for what you accomplish in this course, and not for what you already know. **You are required to turn in all assignments and abide by the same course guidelines as all other students; no special accommodations will be made for you.** Be aware that some colleges and universities do not award credit for first year Spanish to native speakers; check with your counselor or with the four-year institution.

**HIGH SCHOOL and FIRST YEAR COLLEGE STUDENTS**

Keep in mind that you have enrolled in a college course. You will be treated as a college student and expected to act like one. **Your instructor will not remind you to turn in assignments nor accept them late.** You must turn in all assignments when they are due; **there will be no extra credit work to boost your grade if you miss assignments.** Additionally, if you have a problem with anything related to the class, YOU (not your parents) must speak to the instructor.
STUDENT CONDUCT

Irvine Valley College students are responsible for regulating their own conduct and for respecting the rights of others in accordance with the Code of Conduct set by the district Board of Trustees (AR 5401). Students are expected to conduct themselves in a manner compatible with the function of the college as an education institution, respect classroom guidelines and obey all civil and criminal laws. Failure to show respect for the standards established by this institution is cause for disciplinary action.

ACADEMIC HONESTY

Cheating or other forms of dishonest behavior are NOT tolerated on either exams or written assignments. Turning in essays that you did not write, for which you had considerable direct help from someone else, or which have been translated by a translation service or computer program is cheating. Anyone cheating on an exam or an assignment will receive a "0" on that exam or assignment. Anyone talking with other students during an exam or copying from another’s exam will receive a “0” on that exam.

CAMPUS RESOURCES

Disabled Students Programs and Services (DSP&S)

The goal of the DSP&S is to provide effective assistance to all students with disabilities so they can achieve academic success. If you have a disability that might prevent you from fully demonstrating your academic abilities, you should meet with the DSP&S staff to discuss appropriate accommodations. It is your responsibility to make your instructor aware of any special needs you may have relating to this class. Location: SC 171, phone number 949-451-5630, email: ivcdsp@ivc.edu.

Campus Police Department

In addition to contacting the campus police for an emergency, they also provide escort service 24/7. Location CP: 100, phone number 949-451-5234.

STUDENT RESPONSIBILITIES

- Read this syllabus, sign the Syllabus Agreement (found on page 7) and return it to your instructor by the end of the second week of class. Students who do not turn in the signed Syllabus Agreement will be dropped from the course.
- Purchase access to Connect Spanish by buying the Tu mundo Plus package at the IVC bookstore.
- Bring a scantron 882-E to each chapter quiz and a scantron 888-E to the final exam.
- Read announcements on Black Board and check your IVC student email regularly.
- Bring the text, Tu mundo, to every class session.
- Laptops or tablets may only be used for note taking purposes or for accessing Tu mundo. If you use these devices for other purposes, you will be asked to leave class.
- Silence all cellphones and iPods.
- Attend regularly, participate and speak Spanish in class.
- Listen actively when the instructor or another student is talking to the whole class.
- Take vocabulary notes in class from the words your instructor writes on the board.
- Complete all assignments on time. It is your responsibility to read ahead on the assignment handout or in Connect Spanish and know when work is due.
- Retain corrected and returned essays until grades are posted.
- Take all quizzes and final exam on the date scheduled.
- Read your IVC email regularly.
MAXIMIZING YOUR LANGUAGE LEARNING

All humans under normal conditions acquire one or more languages, but it is not possible to acquire Spanish in 75 to 150 hours of in-class instruction. In addition to completing all assignments on time, we recommend that you:

- do additional activities on Connect
- read Spanish-language magazines or stories
- explore Internet sites in Spanish
- watch TV in Spanish
- read bilingual product labels
- start a journal in Spanish
- write notes and lists to yourself in Spanish
- attend Hispanic cultural events
- make an effort to talk with Spanish speakers; no one learns a language without interacting in that language.

Above all, make your extra activities fun and incorporate them into your daily life. Your instructor can open the door to Hispanic language and culture, but only you can enter.
SAMPLE SYLLABUS AGREEMENT –SPANISH 1 HYBRID
Please complete, sign, and return this form to your instructor

Name ___________________________________________ Preferred name if different _______________________

Major _____________________________ Home phone (____)_______ Cell phone (____)_________

Have you taken a hybrid or online course? Where? __________________________ Subject(s) _______________________

Is a language required for your degree? Yes / No How many semesters?________

Have you ever studied Spanish before? Yes / No If yes, for how long? _____________

Is Spanish spoken in your home and/or at work? Yes / No By whom? __________________________

How frequently? __________________________________________________________________________

If you have previously studied Spanish at IVC, please provide the following information:
Course _____________ Instructor _____________ Grade_______

Have you studied another language(s)? Yes / No Which one(s)? _____________ If yes, for how long? _________

Is there anything about yourself that you want me to know?
________________________________________________________________________________________

Is there anything you want to know about the class?
________________________________________________________________________________________

I have read the official syllabus for Spanish 1 Hybrid at Irvine Valley College, including Student Responsibilities (page 5) and I agree to abide by the guidelines set forth. These guidelines include participation and weekly assignments as part of the grade. **I may miss one (1) class. Subsequent absences will lower the participation portion of my grade in the course by 10% points per missed class. If I miss more than four (4) classes (eleven [11] or more hours of instruction) my instructor may drop me from the course. However, I understand that final responsibility for dropping this course is always mine.**

I have entered MySite and know how to access my IVC email account and Blackboard. I understand that it is my responsibility to check my IVC email and Blackboard accounts at least once a week for announcements or other communication.

**I have a copy of the text (Tu mundo) for this course and will bring this text, photocopies of the pages used in class, or the e-book to each class session.** I understand that assignments are assigned through Connect Spanish, and that I must register at the Connect website in order to complete assignments for this course.

I also understand that if I have a disability that might prevent me from fully demonstrating my academic abilities, I should meet with the Disabled Student Program staff in SC 171 as soon as possible. All testing accommodations must be made at least a week in advance.

I further understand that enrolling in this course and purchasing the text and materials in no way guarantee a passing grade for the course. Grades and transferable credit are conferred only upon meeting the standards set forth in this course syllabus.

If I am not interested in a grade, I am aware that it is my responsibility to sign up for the course on a Pass/No Pass basis, and I understand that I will need 70 percent overall in order to pass the course. *I understand that grades cannot be changed after they have been assigned and an Incomplete is given only under emergency situations, not for routine failure to complete the requirements of the course.*

Student's Signature ___________________________________________ Date _____________