

**Humanities Department, Germantown and Takoma Park/Silver Spring Campuses
Department of World Languages and Philosophy, Rockville Campus**

This is a **sample** syllabus. Although all sections of SPAN102 share common objectives, resources, and grade categories, your professor will set individual grade components and their weight; determine as attendance, late work, and make up policies; and evaluate student participation and work. This syllabus is for informational purposes and is subject to change.

SPAN 102: Elementary Spanish II
Semester/Year
CRN
Campus
Class Location
Meeting Dates and Times

Professor's Name
Office Location
Telephone
MC Email Address
Office Hours

Textbooks and other resources (all required):

Blanco & Donley. *PANORAMA* 5th edition. VISTA Publishing, 2013. (Package that includes SUPERSITE ACCESS. ISBN – 9781680043761)

**Note: students who did not take SPAN101 may purchase PANORAMA Volume II with Supersite access (ISBN: 9781680043969) for SPAN102. Students who took SPAN101 and purchased the entire textbook package (ISBN: 9781680043761) do not need anything additional for SPAN102.*

Course Description:

Welcome to Spanish 102! This 3-credit course beginning language course is a continuation of Elementary Spanish I (SPAN 101). Students continue their study of written language, conversation, and composition as they consider cultural themes, language functions, and authentic situations. In class work is supplemented by twenty hours on online homework. Prerequisite(s): SPAN101 or consent of department. Three hours each week. Formerly SN102.

Course Objectives: *Upon completion of SPAN102 the student will be able to:*

1. Communicate in the target language at an advanced elementary level in the skill areas of reading, writing, speaking, and listening.
2. Apply more complex grammatical structures supporting communication at the advanced elementary level of proficiency.
3. Express and appropriately employ more complex language functions including the following: expressing routines, making comparisons, and requesting and giving permission.
4. Discuss Hispanic culture and specific cultural practices at the advanced elementary level by using simple sentences.
5. Discuss the relationship between the cultural practices and products under consideration at the advanced elementary level by using simple sentences.
6. Exhibit appropriate sociolinguistic behaviors through oral presentations as these correspond to increasing linguistic ability in Spanish.
7. Produce and present a cultural project at the advanced elementary level.

Grading Policy: The final grade will be determined as follows:

Tests and/or Quizzes	30% <i>total</i>
Homework (VHL Supersite + additional assignments)	15%
Tutoring (2 at 2.5% each)	5%
Participation	10%
Oral Exams (Midterm and Final)	10% (5% each)
Cultural Project	10%
Composition	5%
Final Exam	15%

Grade Scale:

A	90 – 100%	C	70 – 79%	F	< 60%
B	80 – 89%	D	60 – 69%		

Assignments:

Tests and/or Quizzes: *Your instructor will indicate here how many tests and quizzes you will take during the semester and how they will count towards the final grade.* These tests will consist of the following sections: listening comprehension, grammar, vocabulary, reading, culture and writing. The dates of the tests are stated in the syllabus.

Homework: Your homework is done on the *VHL Supersite* (<https://www.vhlcentral.com/>) an electronic activities manual for *PANORAMA*. All homework is due on the dates marked in your syllabus.

VHL Supersite Tech Support Assistance: Call (800) 248-2813

Want to write to Tech Support? Go to <https://support.vhlcentral.com/hc/en-us/requests/new>

Tutoring Requirement: SPAN102 students complete **TWO** tutoring encounters each semester (each is valued at 2.5% of the final grade). Students can do any of the following to receive credit:

1. Individual, group, or virtual tutoring sessions at the Writing, Reading, and Language Center
2. Online tutoring through [Smarthinking](#) (see link in Blackboard)
3. On-campus course-appropriate workshops
4. SPAN102 review videos in Blackboard
5. Your professor’s office hours
6. An alternate course-related activity approved by your professor

Students must sign in at each encounter, must track their attendance and have the session leader sign off on it, and must submit a completed attendance sheet to their professor for credit. If the student attends individual tutoring or office hours, s/he must remain for at least **15 minutes**. If the student attends group tutoring or a workshop, the student must stay for the entirety of the workshop to receive credit.

Class Participation: Active participation in class contributes to your learning and is an important factor in your grade. The instructor will monitor student participation according to the following rubric:

A (90-99%)	The student participates with original ideas that show reflection on the material. The student comes to class prepared, takes the initiative in class activities, and
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	shows a positive attitude. S/he is respectful with partners and teachers, offers help to partners and constantly seeks to improve her/his Spanish.
B (80-89%)	The student participates voluntarily; however, s/he does not stand out in any way from other students in volume or quality of contributions, or does not show evidence of preparation.
C (70-79%)	The student attends class but studies/ participates the minimum required; she/he does not show interest in the class and only participates when asked or while doing group/pair work.
D-F (0-69%)	The student does not participate because s/he is absent (mentally or physically) and does not develop rapport with the class. S/he is disrespectful or unenthusiastic. The student must be prodded to begin work, form groups, or participate. The student uses English excessively

Oral Exams: Students will complete two oral exams (one at midterm and one at the end of the course) requiring them to speak extemporaneously about a given topic.

Cultural Project: Students will complete a project that deals with an aspect of Hispanic culture. The presentation will be 5 minutes in length and students will present in Spanish. The topic for the project must be approved by the professor. This project will require research; students will need to use reliable resources and provide a bibliography of their sources following MLA formatting. Students will present their work through the use of technology, such as PowerPoint or Prezi. No more than one 30 second video clip may be used. Students are responsible for presenting their work to the class on the day indicated in the syllabus. More detailed instructions will be provided by your instructor later in the semester.

Composition: Students will complete a composition at the end of the semester that requires them to answer questions related thematically to the course.

Final Exam: A cumulative final exam will be given on the day scheduled during the exam period. The final exam is mandatory and cannot be rescheduled.

Department Policies:

Important Student Information Link

In addition to course requirements and objectives that are in this syllabus, Montgomery College has information on its web site (see link below) to assist you in having a successful experience both inside and outside of the classroom. It is important that you read and understand this information. The link below provides information and other resources to areas that pertain to the following: student behavior (student code of conduct), student e-mail, the tobacco free policy, withdraw and refund dates, disability support services, veteran services, how to access information on delayed openings and closings, how to register for the Montgomery College alert System, and finally, how closings and delays can impact your classes. If you have any questions please bring them to your professor. As rules and regulations change they will be updated and you will be able to access them through the link. If any student would like a written copy of these policies and procedures, the professor would be happy to provide them. By registering for this class and staying in this class, you are indicating that you acknowledge and accept these policies.

<http://cms.montgomerycollege.edu/mcsyllabus/>

Academic Honesty: Montgomery College's policies on academic dishonesty are found in the *Student Handbook* and under *Section VIII* of the *Student Code of Conduct* available at the following link: http://cms.montgomerycollege.edu/pnp/#Chapter_4. Each student is expected to do his or her own work. Any student found cheating or plagiarizing will be given an F for the assignment. If the same student is involved in a second incident of cheating, the case may be referred to the Student Discipline Committee, a grade of F for the course may be awarded, and/or the student may be dropped from the course.

Absence and Tardiness Policy: Attendance is fundamental in a language class, and excessive absence/tardiness will affect the participation grade. Any student arriving after class has begun is tardy. You are responsible for all work assigned whether you are present or absent. Excessive absences will negatively impact the participation grade.

Classroom Behavior: Please review the *Standards of College Behavior* in the *Student Handbook* or *Section VII* of the *Student Code of Conduct* available at the following link: http://cms.montgomerycollege.edu/pnp/#Chapter_4. The college seeks to provide an environment where discussion and expression of all views relevant to the subject matter of the class are recognized and necessary to the educational process. However, students do not have the right to obstruct the faculty member's ability to teach nor the ability of other students to learn. The instructor has the right to determine appropriate conduct in the classroom, and it is expected that students will conduct themselves at all times in a manner that is respectful of their instructor and their peers.

Inappropriate behaviors include (but are not limited to) the following:

1. Socializing with other students once class has begun.
2. Refusing to complete assigned tasks in the class or labs.
3. Sleeping in class, arguing with the professor or other students, showing disrespect towards the professor or other students, or disrupting the class in any way.
4. Using cell phones or texting during class.

Students who do not adhere to these policies will be asked to leave by the professor; if they do not comply, Security will be called. If a student repeatedly refuses to comply with classroom regulations, s/he will be referred to the Dean of Student Development.

Tutoring: Spanish tutoring is available free of charge on all three campuses. For an updated tutoring schedule, please contact your instructor.

FERPA: The *Family Education Rights and Privacy Act* prohibits the instructor from discussing a student's grade and performance in the course with anyone but that student. All exceptions/allowances must be submitted in writing by the student.

SPAN 102 satisfies a General Education Humanities Distribution requirement (HUMD), a General Education Institutional requirement (GEIR), or a General Education Electives requirement (GEEL). Montgomery College's General Education Program is designed to ensure that students have the skills, knowledge and attitudes to carry them successfully through their work and

their personal lives. This course provides multiple opportunities to develop competency in oral and written communication and critical analysis and reasoning and also fulfills the *Global and Cultural Perspectives* course requirement. For more information on the General Education Program, go to www.montgomerycollege.edu/gened.

Sociedad Honoraria de la Lengua Española: Montgomery College has a chapter of the *Sociedad Honoraria de la Lengua Española* (SHLE), an honor society for students who excel in their studies of Spanish at two-year colleges. Ask your instructor for more information about the benefits of membership in the SHLE.

SAMPLE Class Schedule

Week	In Class	After Class
1	Review of present tense and preterit Lesson 7 Contextos	Register for the Supersite Complete assigned exercises on Supersite Due:
2	7.1 Reflexive verbs 7.3 Preterite of SER and IR	7.2 Indefinite and negative words is completed at home Complete assigned exercises on Supersite Due:
3	7.3 Verbs like GUSTAR Lesson 8 Contextos 8.1 Preterit of stem-changing verbs	Complete assigned exercises on Supersite Due:
4	8.2 Double object pronouns 8.3 Comparisons	Complete assigned exercises on Supersite Due:
5	8.4 Superlatives Lesson 9 Contextos 9.1 Irregular Preterites	Complete assigned exercises on Supersite Due:
6	9.2 Verbs that change meaning in the preterite Lesson 10 Contextos	Complete assigned exercises on Supersite Due:
7	10.1 The imperfect tense 10.2 The preterite and the imperfect	Complete assigned exercises on Supersite Due:
8	10.2 The preterite and the imperfect 10.4 Adverbs Mid-term oral exam	Complete assigned exercises on Supersite Due:
9	Lesson 11 Contextos 11.1 Familiar Commands	Complete assigned exercises on Supersite Due:
10	11.2 Por and Para Lesson 12 Contextos	Complete assigned exercises on Supersite

	12.2 Formal Commands	Due:
11	12.3 Present Subjunctive	Complete assigned exercises on Supersite Due:
12	12.4 Subjunctive with verbs of will and influence Lesson 13 Contextos 13.1 Subjunctive with verbs of emotion	
13	13.2 Subjunctive with doubt, disbelief, and denial Cultural Projects and Review	Complete assigned exercises on Supersite Due:
14	Cultural Projects and Review Final Oral Exam Final Composition	Complete assigned exercises on Supersite Due:
Final Exam	<i>DATE AND TIME OF FINAL</i>	