

# SPAN 2113 Syllabus

## Intermediate Spanish

### Course Description

Spanish 2113 continues to train students in reading, writing, listening, and speaking while building on the foundation that was established in previous semesters. Students learn to give recommendations to other people, express reactions to certain situations, express doubt or denial, and to talk about what they want other people to do through the use of the present subjunctive. Some of the topics covered in the class include the environment, professional life, and the fine arts.

### Course Objectives

As a student in this course, you will:

1. Learn the fundamental structures of Spanish.
2. Acquire a basic proficiency in the five skills of language learning: listening, speaking, reading, writing, and culture.
3. Develop vocabulary for communication in social and survival situations.
4. Learn about one's own language and culture by studying a foreign language.

### Required Text and Supplementary Materials

The textbook for this class is the 10th edition of *Puntos de Partida*. You have 3 options for purchasing your text, depending on your own personal preferences. Any of the options will work.

1. Purchase **Connect Plus**. This option will give you access to the e-book and the *Connect* website, where you will watch the video tutorials and complete your homework for the class. If you do not need a hard copy of the textbook, this will be your cheapest option.
2. Purchase a copy of *Puntos de Partida*, 10th edition, with a *Connect Plus* access card. This option is for people who prefer the physical textbook. It also comes with the online access to *Connect* that you will need to watch the video tutorials and complete your homework.
3. If you are a student on OU's Norman campus and want the same textbook package that people in traditional classes would purchase, the bookstores can sell you a packet that includes the textbook in a 3-ring binder format, supplementary materials (not required for this class but for face-to-face classes on the Norman campus), and access to *Connect*.

I have avoided associating ISBN numbers with these options, as McGraw-Hill changes them so frequently that they can sometimes lead to confusion. However, if you are having trouble knowing which option is right for you, please contact me, and I can try to offer you some additional guidance.

Please note that the cheapest way to buy access to *Connect* is to use the link found on the *Connect* Registration Instructions on Canvas. Using that link will save you money over buying the access card from another site.

## Grading

The following grading scale will be used in this course:

Grade	Percentage	Points
A	90–100%	450–500
B	80–89%	400–449
C	70–79%	350–399
D	60–69%	300–349
F	0–59%	0–299

**Note:** A grade of C or above is highly recommended before continuing to the next level.

## Final Grade Components

Computation of the final grade in this course will be determined using the following point grading system:

Type of Assignment	Percentage of Total Grade	Points Per Category	Points Per Assignment	Number of Assignments
Video Blogs	8%	40	20	2
Connect Assignments	18%	90	n/a	n/a
Compositions	14%	70	35	2
Quizzes	8%	40	4	10 (12-2)
Projects	8%	40	20	2
Chapter Exams	24%	120	60	2
Listening Exam	10%	50	50	1
Text Comprehension Exam	10%	50	50	1
<b>Total</b>	<b>100%</b>	<b>500</b>		

**There is no extra credit in this class, grades are not curved, and there will be no negotiation over grades at any time during the course. I do not consider external circumstances when assigning final grades, and I will not respond to messages from students who request a grade other than the one they earned in the class.**

### Video Blogs (Vlogs)

Your oral work in this class will consist of video recordings that you post to Canvas. In these recordings, you will talk about a topic of cultural relevance using the grammar and vocabulary that we have learned up to that point in the book. On these assignments, the idea is for you to speak Spanish in the most natural, spontaneous way possible. If you are reading from notes or a script or reciting something that you have memorized, your grade will be lower than it will be if you speak naturally and spontaneously, even if your grammar is better with a script.

### Connect

Your homework will be completed on the *Connect* website, which is an online workbook. For most exercises, you will have 3 attempts, and only your best attempt will count. If the exercise is true-false or multiple choice, you may only have one attempt. For information about how to register for *Connect*,

please see the registration instructions that I have posted to the Course Information module in Canvas. To do well on the exercises, you should do 2 things before attempting them:

1. View the corresponding video tutorial on the *Connect* website.
2. Read the corresponding explanations in your textbook.

Please understand that I have very limited control over *Connect*. If you have a question about a grammatical concept required to complete one of the activities, I will be more than happy to help you. If you are having technical difficulties with *Connect*, however, please contact *Connect* customer service directly at 1-800-331-5094.

**You will not receive any credit for exercises completed after you have taken that chapter's grammar quiz.**

### Compositions

Composition assignments will provide you with the opportunity to describe in writing the topics that we have studied. Please do not try to write beyond your level. Use the grammar and vocabulary that we have learned so far in the class, and keep it simple. You will be evaluated on your ability to coherently communicate using a topic relevant to what we have studied up to that point. You are not permitted to use your book, notes, or any electronic resources on the compositions. In terms of their organization, all compositions should have (1) an introduction, (2) a body, and (3) a conclusion, and these distinct parts should have their own paragraphs.

All compositions must be written at an approved testing center or taken through Examity. You will be monitored during the writing of the compositions, and if any attempt is made to use outside resources (for example online dictionaries/translators or another human being), you will be assigned a 0 for the assignment. I will provide you with a preparation sheet to give you an idea about what to study prior to writing your composition, so you will at least have some clue about what to expect.

You will type your composition on a computer, and you will be able to use the built-in HTML editor of Canvas to create paragraphs, titles, etc. You will have access to the accent guide while completing this assignment so that you can insert written accents.

### Quizzes

At the beginning of each chapter, you will take a vocabulary quiz, and after completing a chapter, you will take a grammar quiz for that chapter. In addition to that, we will have occasional listening and reading quizzes to help you develop those skills. Your 2 lowest quiz grades will be dropped. Quizzes do not have to be proctored, and you are encouraged to use your book as a study aide while taking them.

### Projects

Throughout the course, you will create PowerPoints with voice narrations over the topics we have covered in the book. In these presentations, you will create a visually appealing description of a particular concept, and in your presentations, you will include text, images, and voice recordings.

### Chapter Exams

There will be two chapter exams during the class. The first exam will cover Chapters 12–13, and the second exam will cover Chapters 14–15, though both exams will necessarily include materials from previous chapters also. All exams will be proctored and must be taken at an approved testing center or

through Examity. You are not permitted to use your book, notes, or any electronic resources on the exams.

### Listening Exam

The listening exam will evaluate your ability to understand native speakers of Spanish. To prepare for the listening exam, I have assigned you listening exercises on *Connect* for each chapter. In addition, we will have less consequential listening quizzes on Canvas to prepare you for your exam. I also encourage you to take advantage of online listening sources outside class. I have posted a document to the Course Information module in Canvas that contains some useful resources to aid with your listening comprehension.

Like with the chapter exams, the listening exam must be taken at an approved testing center or through Examity.

### Text Comprehension Exam

The text comprehension exam will evaluate your ability to read and understand a text in Spanish. To prepare for this assignment, I have assigned you reading exercises on *Connect*. In addition, we will have less consequential reading quizzes on Canvas to help you prepare for the text comprehension exam.

The text comprehension exam must be taken at an approved testing center or through Examity.

### Using Examity

Should you choose to complete your assignments using Examity, please understand that you are taking on certain risks and responsibilities. It is your responsibility to make sure that you are taking the exam on a fast connection. Use a broadband connection that will allow the pages of the exam to load quickly. Also, use a (relatively) new computer with all the latest software updates and relevant plugins.

Students who use slow connections, older computers, or computers that lack the latest software put themselves at risk of not being able to access certain portions of the exam. This is especially true with respect to the audio portions of the exam.

**You get only one shot at the exam.** If you take an exam with Examity and experience technical problems that are no fault of Examity or OU Extended Campus, then you will have to live with the results. The audio in the vocabulary and grammar quizzes will work the same as those found in your proctored exams. So if you are having no issues with the audio in standard quizzes, you should have no issues on the exams. **Ignorance of this policy is not an excuse for requesting a retake.**

Also, be aware that arrangements to take your exams through Examity should be made as early as possible. If you wait until the last minute to make those arrangements, you risk facing a delay and falling behind in the class.

### Go in Order

Complete the assignments in the order that they are listed on the course schedule. Doing assignments out of order could result in you not receiving credit for your work or getting stuck in the class. As long as you follow the sequence that is outlined on the course schedule, there should never be a time when you

have to wait for an assignment to open. If you cannot access an assignment, it is almost always because you are trying to go out of order.

## Course Timeline

This is a 6-month course. You are responsible for making your own schedule and sticking to it. If you run out of time, you will not be given an extension. If the class ends before you complete all the assignments, you will be given a zero (0) for all unattempted items, and I will assign your final grade accordingly.

## Sending Emails to Your Instructor

Writing an e-mail to your instructor is different from sending a text to a friend. When emailing your instructor, please include the following information:

1. a salutation. This doesn't have to be anything formal, and it can be as simple as "Chris" or "Hola profesor," but it should not be omitted. Once you have started an email conversation, it is not necessary to repeat the salutation in each subsequent message.
2. specific information about the class number and section number in which you are enrolled.
3. if you are referencing a quiz, exam, homework assignment, or composition, be as specific as possible. If it's a quiz, tell me "chapter 3 grammar quiz for Spanish 1115 section 400 (know what section you're in)," for example, or if it's a homework assignment, tell me the name of the homework assignment and the chapter in which I can find it. I teach a lot of classes, and this will help me to respond to your e-mail in a timely manner.
4. your name at the end of the message.

## Instructor Accessibility

I hope that you will reach out to me when you want help. The more you are in touch with me, the better. I am available via email or Skype, and if you do not understand something, ask me for help. I am here to help you, and I care about your experience in my class.

## Final Grades

I will aim to have all your work graded and your final grade posted within a week of your finishing the course. If you need your grade posted by a certain date, then you should finish at least a week prior to that date. Also, keep in mind that there will likely be a delay of at least a few days between the time I post your grade and the time that grade appears on your official transcript. If you are graduating and need the grade on your transcript by a certain time, or if your employer needs to see it by a certain date, plan accordingly, and give me and the Office of Academic Records and Transcripts a reasonable amount of time to get everything posted for you.

## Academic Integrity

**Please read this section carefully.**

As a student taking a course at the University of Oklahoma, you are expected to uphold the academic integrity code. Please visit the Academic Integrity website at <http://www.ou.edu/integrity> and familiarize yourself with the standards you will be held to while taking your course.

In addition to this, I will add that **drastic discrepancies in your performance on different assignments will earn you heightened scrutiny in my class.** For example, if you turn in a composition that is flawless only to fail miserably on an exam, you will be required to chat with me about your composition, either in my office or via Skype. I may ask you to rewrite the composition either under my supervision or using a different proctor from the one you used the first time around just to make sure that your academic integrity was not compromised during the first writing of your composition. If you do your own work and follow the rules, then this won't be a problem for you.

## Religious Observance

It is the policy of the University to excuse the absences of students that result from religious observances and to reschedule examinations and additional required classwork that may fall on religious holidays without penalty.

## Reasonable Accommodation Policy

Students requiring academic accommodation should contact the Accessibility and Disability Resource Center for assistance at (405) 325-3852 or TDD: (405) 325-4173. For more information, please see the Accessibility and Disability Resource Center website at <http://www.ou.edu/drc>. Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact the instructor personally as soon as possible to discuss accommodations necessary to ensure full participation and facilitate educational opportunities.

## Adjustments for Pregnancy-Related and Childbirth-Related Issues

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please visit the Institutional Equity Office website at <http://www.ou.edu/eoo/faqs/pregnancy-faqs> for commonly asked questions.

## Title IX Resources and Reporting Requirement

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on call 24/7, counseling services, mutual no-contact orders, scheduling adjustments, and disciplinary sanctions against perpetrators. Please contact the Sexual Misconduct Office at 405-325-2215 (8 to 5, M-F) or OU Advocates at 405-615-0013 (24/7) to learn more or to report an incident. In addition, please be advised that a professor/GA/TA is required to report instances of sexual harassment, sexual assault, or discrimination to the Sexual Misconduct Office. For more information, please visit the Institutional Equity Office website at <http://www.ou.edu/eoo/>.

# Course Plan for SPAN 2113

Below is the list of assignments and tasks in the order you need to do them.

## Class Introduction

1. Review the Student Help Page and complete the (1) Pre-Course Survey and (2) Student Information Quiz in the Student Introduction module.
2. Read the syllabus and all the other documents in the Course information module on Canvas.
3. Register for *Connect* (see the registration instructions on Canvas).
4. Write out a schedule for yourself in a Microsoft Word document indicating the dates by which time you will have completed each chapter and taken each exam (including the final).
  - a. Many students wait until the last minute to do things and then try to cram all the work into a short time frame. This doesn't work with a language class. First, there are too many *Connect* activities to do them all well in a short period of time, and second, you won't retain much of the information if you procrastinate and cram.
  - b. Instead, set aside an hour a day for the class, 5 days a week, just as if you were taking the class in a face-to-face setting. If you work five hours a week, you can usually finish a chapter every 2 to 3 weeks.
  - c. Print out the schedule and put it in a place where you will see it every day, and email a copy to your instructor, Chris Kneifl, at [kneifl@ou.edu](mailto:kneifl@ou.edu).

## Chapter 12

1. Watch the video tutorials for Chapter 12 on *Connect*.
2. Do the LearnSmart activities for Chapter 12 on *Connect*.
3. Study the Chapter 12 vocabulary.
4. Do the *Vocabulario* exercises for Chapter 12 on *Connect*.
5. Take the Chapter 12 Vocabulary Quiz on Canvas.
6. Complete the *Gramática* and *Cultura* assignments for Chapter 12 on *Connect*.
7. Record Vlog #1 and submit on Canvas.
8. Take the Chapter 12 Grammar Quiz on Canvas.
9. Take Reading Quiz #1 on Canvas.
10. Take Listening Quiz #1 on Canvas.

## Chapter 13

1. Watch the video tutorials for Chapter 13 on *Connect*.
2. Do the LearnSmart activities for Chapter 13 on *Connect*.
3. Study the Chapter 13 vocabulary.
4. Do the *Vocabulario* exercises for Chapter 13 on *Connect*.
5. Take the Chapter 13 Vocabulary Quiz on Canvas.
6. Complete the *Gramática* and *Cultura* assignments for Chapter 13 on *Connect*.
7. Review the study guide for Composition #1.
8. Write Composition #1 on Canvas. The composition must be written at an approved, proctored location, and you may not use your book, notes, or any outside resources on the composition.

9. Complete *Proyecto #1* and submit on Canvas.
10. Take the Chapter 13 Grammar Quiz on Canvas.
11. Review the study guide for Exam #1.
12. Take Exam #1 at an approved testing center or through Examity.

## Chapter 14

1. Watch the video tutorials for Chapter 14 on *Connect*.
2. Do the LearnSmart activities for Chapter 14 on *Connect*.
3. Study the Chapter 14 vocabulary.
4. Do the *Vocabulario* exercises for Chapter 14 on *Connect*.
5. Take the Chapter 14 Vocabulary Quiz on Canvas.
6. Complete the *Gramática* and *Cultura* assignments for Chapter 14 on *Connect*.
7. Take Listening Quiz #2 on Canvas.
8. Take Reading Quiz #2 on Canvas.
9. Complete *Proyecto #2* and submit on Canvas.
10. Take the Chapter 14 Grammar Quiz on Canvas.

## Chapter 15

1. Watch the video tutorials for Chapter 15 on *Connect*.
2. Do the LearnSmart activities for Chapter 15 on *Connect*.
3. Study the Chapter 15 vocabulary.
4. Do the *Vocabulario* exercises for Chapter 15 on *Connect*.
5. Take the Chapter 15 Vocabulary Quiz on Canvas.
6. Complete the *Gramática* and *Cultura* assignments for Chapter 15 on *Connect*.
7. Review the study guide for Composition #2.
8. Write Composition #2 on Canvas. The composition must be written at an approved, proctored location, and you may not use your book, notes, or any outside resources on the composition.
9. Record Vlog #2 and submit on Canvas.
10. Take the Chapter 15 Grammar Quiz on Canvas.
11. Review the study guide for the listening exam.
12. Take the listening exam at an approved testing center or through Examity.
13. Review the study guide for the text comprehension exam.
14. Take the text comprehension exam at an approved testing center or through Examity.
15. Review the study guide for Exam #2.
16. Take Exam #2 at an approved testing center or through Examity.

**Congratulations on finishing the class, and best of luck to you in the future!**