



Walters State Community College Course Syllabus

Course Information

Course Number and Name: SPAN 1010 Elementary Spanish I

Section ID: 81009.202380

Semester and Year: Fall 2023

Credit Hours: 3

Start Date: August 21, 2023

End Date: December 08, 2023

Course Format: WEB - Web Classes

Catalog Course Description: An elementary course in the essentials of Spanish, focusing on the fundamental four skills: listening comprehension, speaking, reading, and writing. Cultural awareness is promoted. The course is designed as an introduction to Spanish and may be used to fulfill high school deficiencies in the language. **F,Su,S**

Meeting Details: TBD

Course Drop Deadline: October 27, 2023

Instructor Information

Name: "Miki" Michelle Mitrik

Office Location: CCEN 207

Office Hours: Mondays: 8:30-11a, 12-2p (Greenville/Virtual), Tuesdays: 8:30-11a, 12-2p (Sevierville/Virtual), Wednesdays: 8-11a, 12-4:30p (Morristown), Thursdays: 8-11a, 12-4:30p (Morristown)

Office Phone: 423-585-6930

Email: michelle.mitrik@ws.edu

Supervisor Name: Rob Pratt

Supervisor Phone: 423-585-6952

Required Textbook(s) and Materials

VISTAS: Introducción a la Lengua Española



ISBN: various available - see "Additional Information" below.

Authors: Blanco, José A., and Phillip Redwine Donley

Publisher: Vista Higher Learning

Publication Date: 2024

Edition: 7th Edition

Additional Information

The bookstore and publisher websites have various combinations of texts to buy to satisfy the needs for SPAN 1010, 1020, 2010 and/or 2020. Be sure to choose a version that fits your budget and the number of classes you plan to take at WSCC. And, be sure your choice includes SuperSite Plus and WebSAM as these VISTAS components are used for activities that contribute to your grade.

Here is the publisher's website:

<https://vistahigherlearning.com/school/walters>

Supplemental or Optional Materials

paper

pen or pencil

Recommended: Spanish-English Dictionary, *Vox Everyday Spanish and English Dictionary* 2nd edition or other Spanish-English Dictionary (paper or an app/website) www.spanishdict.com is an excellent online Spanish-English Dictionary.

Student Learning Outcomes/Objectives

- Communicate verbally and in writing by:
 - Conjugating –ar, –er, and –ir verbs in the present tense.
 - Conjugating irregular verbs in the present tense.
 - Applying rules of gender and quantity agreement.
 - Formulating and answering questions.
 - Manipulating vocabulary.
 - Incorporating Spanish pronunciation.

- Develop an understanding of the Spanish-speaking world by:
Identifying and discussing significant primary texts and works of art from different time periods and how they demonstrate the culture and language.

Explaining how the literature/art/language has been expressed through time/distance/location.

Exploring global/cultural diversity in the different Spanish-speaking countries and the U.S.

Critically assessing the ideas, forces, and values that have created the modern world.

Recognizing how change and continuity have impacted the Spanish-speaking world.

Instructional Approach and Methods

We will cover 4 lessons this semester. For each lesson, students will be expected to:

Interact with the instruction in the textbook and eLearn.

Memorize vocabulary.

Complete practice activities at the VISTAS website.

Complete writing and oral assignments that practice lesson content.

Take a test.

Assessment, Evaluation and Testing Procedures

There are 6 categories of assessments that contribute to a student's grade in this class. Each category contributes a certain percent of the total 100% possible for the class. Here are the categories of assessments and their weights:

Participation – 5%

eLearn Grades – 20%

VISTAS Activities - 15%

Oral Grades – 10%

Tests – 30%

Comprehensive Final Exam – 20%

Here is a general description of what can be expected for each category of assessment:

Participation is an average of three grades:

First week's attendance – Full credit is received when the pre-test is taken as a completion grade.

First half of the semester – Full credit is received when the student logs in regularly, participates in class activities, completes assignments seriously, and communicates with the professor as needed.

Second half of the semester - Full credit is received when the student logs in regularly, participates in class activities, completes assignments seriously, and communicates with the professor as needed.

eLearn Grades is the average of student production assignments submitted to the eLearn class. These assignments include Diarios (writing assignments in Spanish), Q&As (interchanges in Spanish), Culturas (writing assignments in English), and other tasks related to the facilitation of the class.

VISTAS Activities are interactive activities assigned in the VISTAS website (www.vhlcentral.com). Most activities allow for multiple attempts. Any late activities will incur a 10% penalty. The averages for each of the 4 lessons comprise this grade.

Three **Oral Grades** will be assigned over the course of the semester with progressively greater weight towards the overall grade. These are submitted asynchronously as audio files in eLearn.

Tests are housed within eLearn or VISTAS. Tests on Lessons 1, 2, and 3 are equally weighted. Proctors **MUST** be used for the comprehensive final exam and may be required for other exams.

The **Comprehensive Final Exam MUST be taken in a proctored setting**. The final exam will be comprehensive, meaning it will cover all of the content of the semester. No resources may be used on the final exam.

Grading Scale

A	90-100%

B	80-89%
C	70-79%
D	60-69%
F	59% and below

Assignments

The Course Calendar in eLearn's Content shares the due dates for all assignments. Instructions for assignments are found in eLearn's Content.

Class Participation

Assignment due dates are each Friday at NOON. Something is due each week. Please print the Course Calendar in eLearn's Content and participate by keeping up with the due dates.

Participation is a grade for this class.

Course and Class Policies/Procedures

Getting Back on Schedule

Ideally, all students will meet every deadline and feel fully prepared for the assessment when its due. But, oftentimes, life events happen that impact our ability to keep up with our class schedule.

The goal of this class is for students to interact with the material and absorb it. If a little extra time is needed to feel prepared for an assignment or to complete the work, then please ask for extensions. Work with the professor to get back on schedule so that you can be successful in the class.

With that said, students should expect point penalties for late work, usually at 10%. And, the instructor reserves the right to deny redo's or make-up's, especially if there are excessive requests. Do not hesitate to ask for special consideration, especially if it means the difference in your performance.

Use of Student Work

From time to time, your professor may take student work and use it in other classes for instructional purposes. Doing so may better help explain to other students the concepts discussed in this course. In doing this, all student names and identifiers will be removed so that others cannot tell who produced the work. If you do not want your work used in this way, please send your professor an email message expressing that preference.

Online/Web-Enhanced Course Supplementary Information

An audio or video recording device will be needed for this class. Students often use applications (apps) on their phones or computers to complete the recording segment of the class. The library has equipment available for checkout.

Additional Course Requirements/Details/Information

You must have a working microphone and recording program/app in order to complete the verbal/audio recording assignments.

Most laptops/tablets/smartphones come with a built in microphone and most have a recording program/app installed already. See the specific activities in eLearn for more ideas or contact your instructor if you need help.

Academic Program Standards/Policies/Accreditation Information

Use of an online translator to translate a sentence, paragraph, or document from English into Spanish or from Spanish into English is considered cheating and any activity using an online translator to complete a majority of the assignment will be given a grade of 0. Online translators can ONLY be used as a dictionary to look up individual words or short 2-3 word phrases.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions).

Plagiarism includes, but is not limited to the following:

- a. Using cut/paste tool from original document with no references given.

- b. Copying another student's work and submitting it as one's own.
 - c. Forging or otherwise altering signatures.
 - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
- a. Utilizing old tests, projects, notes or written papers.
 - b. Providing unauthorized information to a fellow student about exam content.
 - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
 - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
 - e. Consulting with a classmate or others when taking a computerized test.
 - f. Disregarding other specific policies and procedures outlined for a particular class.
 - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
 - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/humanities/writing-lab)
[ws.edu/academics/humanities/writing-lab](https://www.waltersstate.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/mathematics/learning-lab)
[ws.edu/academics/mathematics/learning-lab](https://www.waltersstate.edu/academics/mathematics/learning-lab)

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.waltersstate.edu/helpdesk)
[helpdesk.ws.edu](https://www.waltersstate.edu/helpdesk)

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.waltersstate.edu/student-services/disability/)
[ws.edu/student-services/disability/](https://www.waltersstate.edu/student-services/disability/)

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

Attendance Policy

The college catalog states: "Attendance at classes and other official appointments is required. A student's schedule is considered a contract and constitutes a series of obligated appointments" (page 44). Especially in a foreign language classroom, attendance is critical to hear repetition and for oral development. Therefore, each student is granted **6 hours** of absences for illnesses, emergencies, and any other extenuating circumstances. Please notify me in advance of any known athletic or other university events that will cause you to miss a class.

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For in-class sections, please do not use these absences unless you absolutely need them because once you have been absent for 6 hours (2 night classes, 4 1½-hour daytime classes or 6 1-hour daytime classes), each additional absence will count against you, **WHATEVER THE REASON**. For each hour of absence after the 6 limit, the student's final grade will automatically drop points. (Each 1-hour class over the limit loses 3 points; 1 ½ hour classes over lose 4 ½ points; each 3-hour class missed will cost 9 points) Again, **EACH HOUR OF ABSENCE OVER THE LIMIT WILL COST YOUR FINAL GRADE POINTS**.

If for some reason a student misses a class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class. The college requires the instructor to keep accurate records and to report when students are not attending class.

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](http://catalog.ws.edu/)
catalog.ws.edu/

[Walters State Timetable of Classes \(opens in new window\)](http://ws.edu/admissions/registration/)
ws.edu/admissions/registration/

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to

change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

ws.edu/home/

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#)

ws.edu/set/

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)