WALTERS STATE
COMMUNITY COLLEGE

Walters State Community College Course Syllabus

Course Information

Course Number and Name: SPAN 1010 Elementary Spanish I
Section ID: 80998.202380
Semester and Year: Fall 2023
Credit Hours: 3
Start Date: August 21, 2023
End Date: December 08, 2023
Course Format: DVC - Desktop Video Course
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: TR; 11:10AM - 12:35PM; DVC
Course Drop Deadline: October 27, 2023

Instructor Information

Name: Erika Stevens
Role: Associate Professor of Spanish
Office Location: ACAD 128
Office Hours: Mondays from 2:30-5:00 pm, Tuesdays from 1:00-3:00 pm, Wednesdays from 11:00 am -12:00 pm and 12:30-2:30 pm, Thursdays from 1:00 - 4:00 pm (virtual), Fridays by appointment only (virtual)
Office Phone: 865-774-5830
Email: Erika.Stevens@ws.edu
Supervisor Name: Rob Pratt
Supervisor Phone: 423-585-6952

Required Textbook(s) and Materials

Vistas

Authors: Jose Blanco

Publisher: Vista Higher Learning

Publication Date: 2024

Edition: 7th

Additional Information

Please wait until the first class BEFORE purchasing the textbook until the first day of class. It is best to purchase the textbook directly from the publisher. https://vistahigherlearning.com/school/walters You will have to create a user id and password to enter this site, but this will be the SAME user id and password that you will use to access your homework on the www.vhlcentral.com site.

The paper version of the textbook is NOT required, but every student must have access to the Supersite Plus w/ vText and WebSam to access the virtual version of the textbook and the homework (www.vhlcentral.com)

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

- As a result of successful completion of SPAN 1010, students will be able to achieve the following tasks in Spanish:

    1. Communicate verbally and in writing by:

        a. Conjugating –ar, -er, and –ir verbs in the present tense.

        b. Conjugating irregular verbs in the present tense.

        c. Applying rules of gender and quantity agreement.

        d. Formulating and answering questions.

        e. Manipulating vocabulary.

        f. Incorporating Spanish pronunciation.

2. Recognize customs, traditions and geography of the Spanish-speaking world by:

    a. Identifying and discussing significant primary texts and works of art from different time periods and how they demonstrate the culture and language.

    b. Explaining how the artistic expression of culture and values has changed through time and place.

    c. Exploring global and cultural diversity.

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

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

General Education Course Designation: This 3-hour course is a general elective; however, it does not qualify as a Humanities General Education course.

Instructional Approach and Methods

This course is taught via Zoom technology. You can EITHER attend class in one of the assigned classrooms OR via the Zoom link in eLearn. Please contact your instructor if you have any questions about how to attend class.

Some activities that may be used in the class are:

1. Grammar explanations by instructor.
2. Verbal recordings and interaction of students and instructor speaking Spanish.
3. Written exercises and other writing assignments.
4. Readings.
5. Listening comprehension.

Assessment, Evaluation and Testing Procedures

Oral Grades:

Several verbal recordings or projects will be graded on the students´ comprehension, pronunciation, grammar, variety of vocabulary and fluency of Spanish. All oral recordings are listed in Dropbox in eLearn. Live classes will be assessed a daily oral grade.

Quizzes and Tests:

Quizzes are listed on the course calendar and are available under the quizzes tab in eLearn. Tests will be given outside of regular class time and are listed on the course calendar. If you miss a test, **contact me immediately** to schedule a make-up test.

 The final exam dates are listed on the course calendar. It will be comprehensive and **_proctored_**. There will be a listening comprehension portion and a written portion. No outside sources such as notes, books, dictionaries, websites, etc. are allowed on the final exam. It is mandatory.

Grading Scale

A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

Daily Work: 20%

Oral Grades: 10%

Participation: 5%

Quizzes: 15%

Tests: 30%

Final Exam: 20%

Assignments

Daily Work:

Tarea

On due dates indicated in the online learning system for [Vistas](www.vhlcentral.com) (www.vhlcentral.com), please have all indicated activities completed online **_BEFORE 11:59 p.m. each class day_**. You may redo the homework as many times as needed and the top score will be reported for your grade. Be sure not to hit the "accept" button until you are pleased with your grade since this will lock in your grade.

Diario (Journaling):

You may be assigned journal entries that must be completed and submitted to Dropbox in eLearn by the date listed on the course calendar. Only the textbook, dictionary and the professor can be consulted in completing the assignment. Use of other students, other people, or online sources are prohibited. (Online translators may be used as a dictionary reference only! This means that you can look up individual words on the translators, but you cannot use it to translate entire phrases, sentences or more.)

Discursos(Discussion Boards):

 You may be assigned discussion board topics in eLearn that will tie into the vocabulary and grammar that we will be covering. The posts to the discussion board must be in Spanish, unless instructed otherwise. You will also need to comment on at least 2 other students' discussions. You are not there to correct their Spanish, but rather to promote an exchange of ideas or discussion of the topic. There is also a "Preguntas" discussion board that is open for any and all Spanish or class questions. This is not graded and can be in English or Spanish. Please post any questions that you have in this discussion board and I will reply within 48 hours. Other students may also reply to these questions.

Other assignments: Other assignments will be collected and graded for accuracy or effort.

Class Participation

Spanish class is interactive and requires group discussions. Also, the main language of communication during class is Spanish. This subjective grade assesses the student's willingness to participate in this unconventional and sometimes stressful environment. Participation can also occur outside of the classroom in communication with the instructor and visits with the instructor.

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.

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.

Course and Class Policies/Procedures

*If you need to reach me quickly, please use my erika.stevens@ws.edu email address and send the email from your Senators email or a personal email address, but NOT from eLearn.

 *I will respond to all emails/phone calls within 24 hours, except on weekends when it may take 48 hours. Thus, I would recommend that you do not wait until the last minute to complete the weekly work since if you have a problem, I may not be able to reply before the due date.

*Graded work will be visible under the "Grades" tab in eLearn within one week of the work being turned in.

*Virtual office hours – During my virtual office hours I will be online if you need to contact me. I also have a webinar program that we can use. If you want to set up a live meeting with me that way, please email me to make an appointment so I can get it set up.

Online/Web-Enhanced Course Supplementary Information

Homework and textbook can be accessed at www.vhlcentral.com

Other assignments will be available in MyWS/eLearn.

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)](ws.edu/academics/humanities/writing-lab)
  ws.edu/academics/humanities/writing-lab

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

  [Walters State Mathematics Learning Lab (opens in new window)](ws.edu/academics/mathematics/learning-lab)
  ws.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)](helpdesk.ws.edu)
helpdesk.ws.edu

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)](ws.edu/student-services/disability/)
ws.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

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)](catalog.ws.edu/)
catalog.ws.edu/

[Walters State Timetable of Classes (opens in new window)](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/)
[ws.edu/set/](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)](#)