

SPAN 1441 WEB - Course Syllabus

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IMPORTANT NOTICE ABOUT COURSE MATERIALS

* **SPAN 1441 students** are required to purchase the **9th edition** of the textbook **Puntos de partida**.

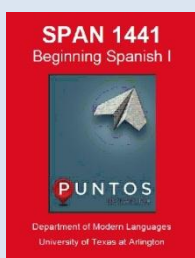
* **Previous editions** of this textbook are **NOT** valid for this course under any circumstance.

* **This textbook is sold in the UTA Bookstore** (400 S Pecan St, Arlington, TX 76010).

* The new edition of **Puntos de partida** is divided into 3 separate books which are custom editions for the University of Texas at Arlington. They correspond to **Span 1441**, **Span 1442**, and **Span 2313**.

* If you take all of the above levels of Spanish, you will purchase a book for each semester that contains only the chapters studied in that level: (NOTE: The exact same materials are also used for campus classes.)

SPAN 1441 = Chapters 1-6



PRICE of Course bundle includes
registration code
for 24-month access to Connect
online material*

SPAN 1442 = Chapters 7-11



SPAN 2313 = Chapters 12-18



* The custom edition for **Span 1441 (RED COVER)** is sold as a "bundle" and costs more than the other 2 books because it also includes an insert card with your registration code that gives you 24-month access to the web platform "Connect" which contains all of your coursework. This also includes access to the e-textbook, although you must still have hard copy of the coursebook.

* **Your coursework on Connect is incorporated into Blackboard.** AFTER you purchase the bundle with the textbook and access/registration code, follow the instructions in the special registration file which explains how to register and enter your access code on Blackboard. This registration file can be found on the Lower Level Spanish blog:

<http://lowerlevelspanish.wordpress.com>

Click on the tab that says "SPAN 1441 WEB." **NOTE:** Please wait to hear from your instructor as to when Connect has been made available on Blackboard, as you will not be able to register there until it is.

Remember: As explained in the registration instruction file, even though it is possible to purchase the access code to the online work on internet, **DO NOT DO THIS**. The reason is because the first textbook is **NOT** sold stand alone; it is only sold with the access code for online work. If you purchase the access code on internet, you will have to pay for it again when you buy your textbook.

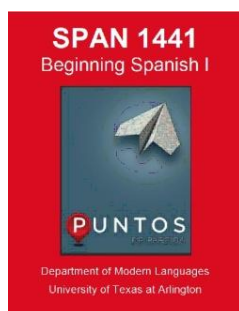
— If you have any questions about this, please contact your instructor immediately. —

The University of Texas at Arlington - Department of Modern Languages

COURSE SYLLABUS:	SPAN 1441 WEB Class	SPRING 2014
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GRADE DISTRIBUTION:		GRADING SCALE:	
Final Exam	20%	90 – 100	A
Midterm Exam	20%	80 – 89	B
Chapter Tests	20%	70 – 79	C
Grammar & Vocabulary Quizzes (<i>LearnSmart</i>)	10%	60 – 69	D
Writing Assessments	10%		
Speaking Assessments	10%	59 and below	F
Workbook/Lab Manual	10%		

REQUIRED COURSE MATERIALS:



- ◆ Custom edition for SPAN 1441 of *Puntos de partida: An Invitation to Spanish*, 9th edition. New York: McGraw Hill, © 2012. ISBN 978-0-07-766-971-3
- ◆ Access code to *Connect*. (One-time purchase; good for 24 months. See p. 1.)
- ◆ The above components are sold as a bundle in the UTA Bookstore. No other editions of this textbook are valid for this course.

OBJECTIVES

In Spanish 1441, the objective of the course is to develop skills in the areas of listening, reading, writing and speaking in the Spanish language. Mastery of grammatical structures is also highly emphasized for enhanced communication and comprehension.

PLACEMENT EXAM

Transfer students, students who have taken high school Spanish or have Spanish-speaking relatives are encouraged to take the UTA CLEP placement test. Neither the Department of Modern Languages nor the testing center has study aids for this test. Call the Counseling and Testing Center (817.272.3670) for details or visit Davis Hall 201.

STUDENT LEARNING OUTCOMES BY TEXTBOOK CHAPTERS

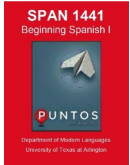
- **Chapter 1 - Ante todo:** Meet and greet others, describe yourself and others, count to 30, talk about likes and dislikes, tell time, get information by asking questions, know "ser, gustar, and hay" and some interrogative words.
- **Chapter 2 - En la universidad:** Talk about your university, discuss your courses and professors, talk about activities you do on campus. You should know articles, -ar verbs, "estar", negation, interrogative words.
- **Chapter 3 - La familia:** Describe friends and family, tell your age, identify a person's nationality, tell what belongs to you and others. You should know "ser", possessive adjectives, -er and -ir verbs, placement of adjectives.
- **Chapter 4 - De compras:** Discuss clothing, shopping, prices, point out people and things, discuss preferences, talk about the future. You should know demonstrative adjectives, stem-changing verbs, "tener" idioms, "ir + a + infinitive", contractions.
- **Chapter 5 - En casa:** Discuss routines, describe where you live. You should know reflexive pronouns.
- **Chapter 6 - Las estaciones y el tiempo:** Talk about the weather, point out where things are located, talk about what you are doing right now, describe personality traits and conditions, make comparisons. You should know prepositions of place, present progressive, ser vs. estar, structures used to form comparisons.

COURSE FAQs

Where will I do my coursework?

As stated on page 1 of this syllabus, ALL coursework will be done on **Connect**, the online platform for the **9th edition** of your textbook, **Puntos de partida**. **Connect** is incorporated into **Blackboard** under "**Course Materials**." (See below.)

What should I do first ?



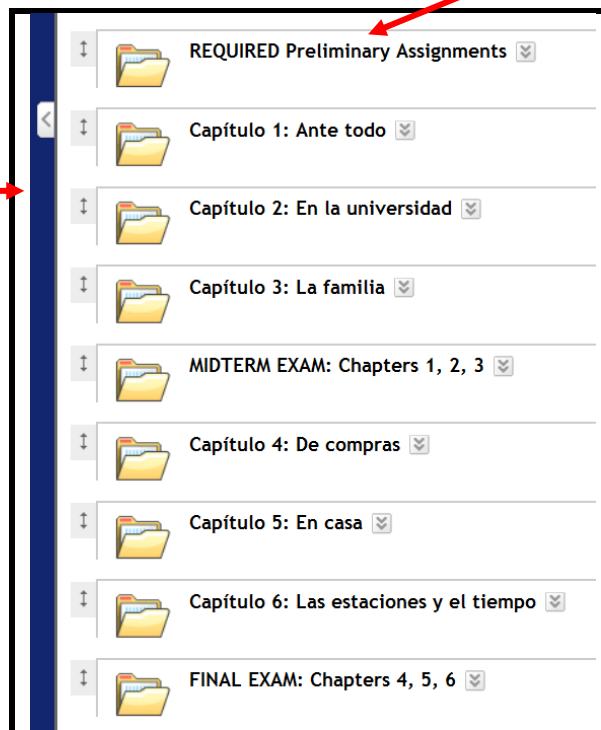
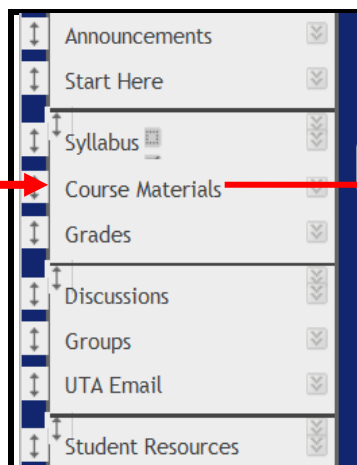
- ◆ **Purchase your course materials** in the UTA Bookstore:
Span 1441 bundle with Textbook + insert card with access code for Connect. (See page 1.)
- ◆ Using the online access code for *Connect* that is included in the bundle you purchased, **follow the instructions for registering on Blackboard.**

◆ The registration instructions are on the UTA Spanish Student blog under "1441 - WEB."
<http://lowerlevelspanish.wordpress.com/web-courses/span-1441-web>

That's it! Below are screen captures that explain each course component and details about access, due dates, etc.

How do I access Connect again when I log on to Blackboard AFTER I have registered?

Click on Course Materials to access your assignments. In the list that appears, your assignments are organized into folders. To access the individual assignments in each folder, **click on the TITLE**, (not the folder icon.)



NOTE:

After saving or submitting work for an assignment that was accessed from the Course Materials page, it will return you to your instructor's *Connect* course page where you will see the content view shown on bottom half of the next page of the syllabus.

To get back to Blackboard, just click the "Return to Blackboard" button.

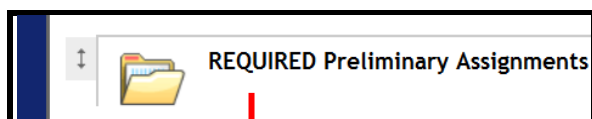


Note: Dates shown in screen captures below are not current dates for Spring 2014. Please see your course calendar.

Which assignments should I begin with?

BEFORE doing any of the chapter work, you have 3 required preliminary assignments as seen below.

Deadlines for completion of these assignments can be found on your course calendar.



◆ **Connect Orientation.** This shows you how to navigate within the CONNECT online platform and use the various features in this course.

◆ Syllabus Quiz

This is mandatory. This is proof of having read and understood all of the requirements for the course as outlined in this syllabus.

◆ Voice Recording Test

You must also do a sample recording to make certain that you are able to record properly on your computer equipment. You are 100% responsible for resolving any possible issues with this. **Please note:** sometimes web platforms can work better on a different browser. If you are using Internet Explorer (IE), for example, you might want to try Firefox or Safari if you have having issues.

Connect Orientation

Syllabus Quiz - SPAN 1441

Voice Recording Test

What assignments will I complete for each chapter?

	Ch 01. Ante todo. PRONUNCIATION. Practice only.		none	unlimited
	Ch 01. Ante todo. VOCABULARY. Practice only.		none	unlimited
	Ch 01. Ante todo. GRAMMAR. Practice only.		none	unlimited
	Ch 01. Ante todo: Vocabulario		08/26/13 11:59pm	N/A
	Ch 01. Ante todo: Gramática		08/30/13 11:59pm	N/A
	Ch 01. Ante todo: Workbook/Lab Manual		09/04/13 11:59pm	available 08/22/13 12:00am unlimited
	Ch 01. Ante todo: Writing Assessment		09/05/13 11:59pm	available 08/22/13 12:00am unlimited
	Ch 01: Ante todo. Speaking Assessment.		09/06/13 11:59pm	available 08/22/13 12:00am unlimited
	Ch 01. TEST - 90 MIN. TIME LIMIT		09/10/13 11:59pm	available 09/09/13 12:00am 3

Each chapter contains the content listed in the graphic to the left. This is how it will appear on your **Connect** home page.

Titles in **blue text** indicate that the content is currently available (accessible).

Titles in **black text** indicate that the content is not yet available.


The **availability*** and **due dates*** for each item are indicated in the columns next to each item. If there is no date in the available column, the item is always accessible throughout the course.

* Available from this date

* Due

The final column indicates the **number of times you can submit for a grade.**



What about the items marked "Practice Only"?

	Ch 01. Ante todo. PRONUNCIATION. Practice only.		none	unlimited
	Ch 01. Ante todo. VOCABULARY. Practice only.		none	unlimited
	Ch 01. Ante todo. GRAMMAR. Practice only.		none	unlimited

◆ Each chapter has **Pronunciation, Vocabulary, & Grammar** practice which **is not part of your grade**.

◆ The **Pronunciation Practice is especially important**, because that is where you will be able to listen to vocabulary and dialogues in the textbook. **These activities also contain a record button** so that you can listen to the language model, record your voice, and play each one back for comparison.

◆ For Vocabulary & Grammar Practice, you will see these indicators just below each question:

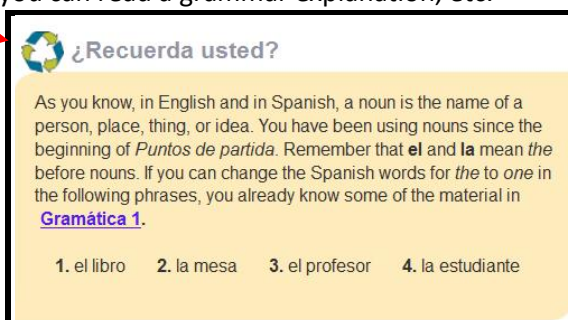
ask your instructor a question	check my work	 references	 ebook & resources
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 [references](#)

This will indicate which section of the chapter is related to the question.

 [ebook & resources](#)

This contains a link that will take you directly to the page in your **ebook** where you can read a grammar explanation, etc.







¿Recuerda usted?

As you know, in English and in Spanish, a noun is the name of a person, place, thing, or idea. You have been using nouns since the beginning of *Puntos de partida*. Remember that **el** and **la** mean *the* before nouns. If you can change the Spanish words for *the* to *one* in the following phrases, you already know some of the material in [Gramática 1](#).

1. el libro 2. la mesa 3. el profesor 4. la estudiante

[check my work](#)

el libro
la mesa
el profesor
la estudiante

un	 libro
una	 mesa
un	 profesor
un	 estudiante

Click on **check my work** at any time to see if your answers are correct.

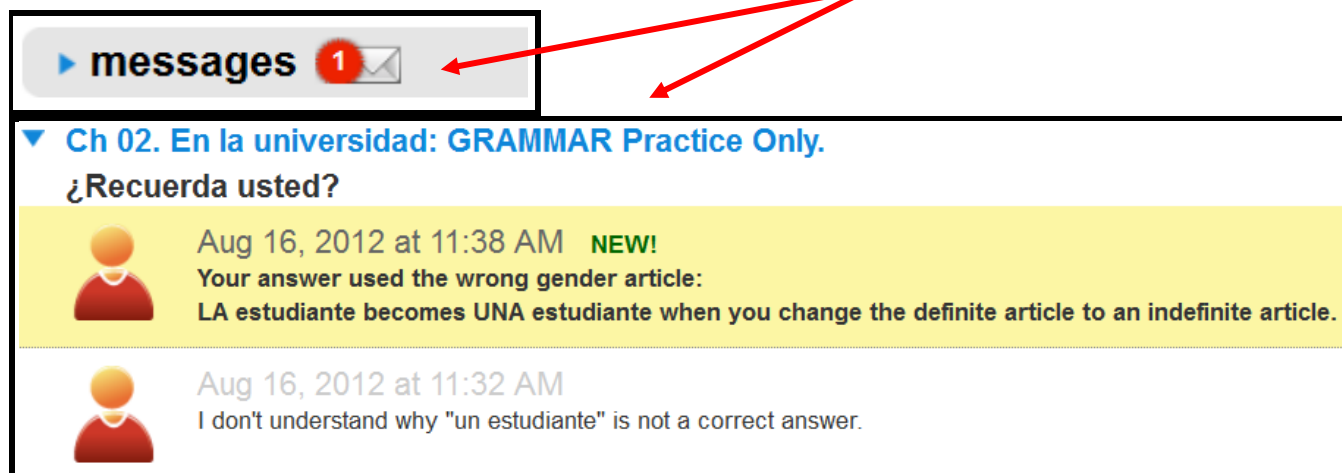
You will not see the correct answers until you click "**submit assignment**." From there, click on **show correct answer** to see all correct responses.



Do the "Practice Only" activities offer any extra help?

[ask your instructor a question](#)


For each question in the Practice Activities, you can click on "**Ask your instructor a question**" if you are uncertain about something. Your instructor will receive your question on his/her *Connect* home page in the message box which will also contain a link to the question itself. Your instructor will then send you a reply which you can access by clicking on your own message box from your *Connect* home page.




messages 1

▼ Ch 02. En la universidad: GRAMMAR Practice Only.

¿Recuerda usted?

 Aug 16, 2012 at 11:38 AM **NEW!**
Your answer used the wrong gender article:
LA estudiante becomes UNA estudiante when you change the definite article to an indefinite article.





 Aug 16, 2012 at 11:32 AM
I don't understand why "un estudiante" is not a correct answer.

Are all the other items in each chapter required work? When can I access them?

Yes. The order of assignments in the chapter list goes by due dates in chronological order. Please note:

- ◆ All chapter work that is required is made accessible from the "start" date of each chapter, EXCEPT for the Chapter Test. (See Course Calendar)
- ◆ Each required item (Vocabulary, Grammar, Speaking, Writing, etc.) is due on a certain date as the chapter progresses and cannot be accessed after that (except for *LearnSmart* Vocabulary & Grammar; see below.)
- ◆ The Chapter Test is **only accessible on the final 2 calendar days of a chapter.**


What is LearnSmart? How does it work?


	Ch 01. Ante todo: Vocabulario		none- 8/26/2013
	Ch 01. Ante todo: Gramática		none- 8/30/2013

- ◆ **LearnSmart** represents vocabulary and grammar modules to help you learn and practice the chapter content.
- ◆ There is no limit to the number of times you can access it. **The due date shown in these activities is only to let you know when your most recent score will enter the instructor's gradebook.** You may access *LearnSmart* activities for practice at any time during the course.
- ◆ *LearnSmart* will give you the answers if you do not know them. It will continually recycle questions on vocabulary and grammar that you do not get correct until you achieve a grade of 100% (unless you abandon the activity before achieving a perfect score.) The amount of time that it takes will, of course, depend on how well prepared you are when you begin the activity.

Will I also get feedback in the Workbook/Lab Manual? Can I save my work?

How is it graded?

 **Ch 07. ¡A comer!: Workbook/Lab Manual**

 09/04/13 11:59pm

available

08/22/13 12:00am unlimited

- ◆ The Workbook/Lab Manual will give you feedback information after your 1st submission. On successive submissions, you will get the correct answers. See file on Lower Level Spanish Student blog for explanation.
- ◆ You have an unlimited number of submissions for a grade **up to the due date**. After that, your highest score will be recorded in the instructor's gradebook and you will no longer have access to it. All activities in the Workbook/ Lab Manual are auto-graded.
- ◆ If you do not have time to complete the work in a single session, you can click "SAVE & EXIT." The next time you open the activity, your previous work will be there for you to build on. NOTE: No feedback or scores are given if you only click "Save & Exit." In order to get feedback, you must click SUBMIT ASSIGNMENT.

How do the Writing Assessments work?

 **Ch 01. Ante todo: Writing Assessment**

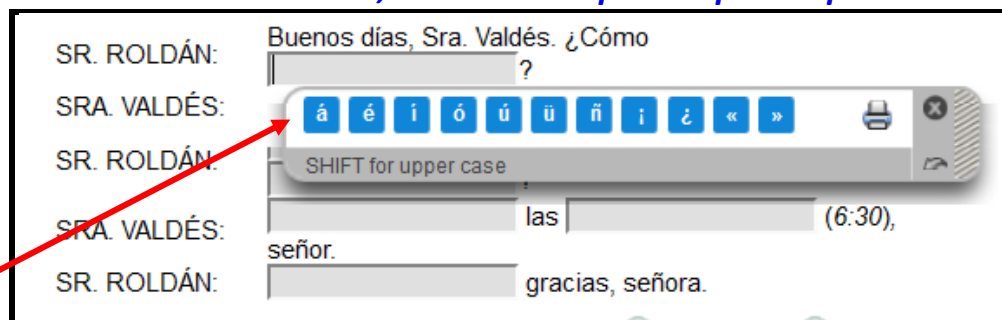
 09/05/13 11:59am

available

08/22/13 12:00am unlimited

- ◆ You may access the Writing Assessments at any time from the original access date for the chapter, but they will always be due a few days before you take your Chapter Test.
- ◆ The Writing Assessments contain questions which must be answered in paragraph form in Spanish. **Keep in mind:** All writing assessments are very guided and based on the specific vocabulary and grammar structures you have learned. You are never required to write anything you have not studied and practiced in the coursework, so always do only your own work. Suspicion of getting help of any kind will be subject to a grade of zero and a report to Student Conduct. See *Academic Integrity* in this syllabus.
- ◆ If you do not have time to complete the work in a single session, you can click "SAVE & EXIT." Your work will be graded on the most recent **submission** made before the deadline. It will be graded manually by your instructor with comments on your errors. To see comments, click on "SEE REPORT."

What about letters with accent marks, the "ñ" and special Spanish punctuation marks?



- ◆ As seen in the screen capture above, in any writing activity, whether it is the actual Writing Assessment or a fill-in-the-blank question, a writing palette appears as soon as you click your cursor into the area where you must write.

NOTE: If a word requires an accent mark and you do not use one, or place it incorrectly, or if you use an accent mark when the word does not need one, your answer will be marked completely wrong. No partial credit is given.

- ◆ Alternatively, you may wish to add a Spanish Keyboard to your computer that you can activate when you are working on *Connect*. For a diagram of Spanish keyboard equivalents and instructions for how to program your computer, go to this link on the UTA Spanish Student blog: <http://lowerlevelspanish.wordpress.com/useful-files/>

How do I do the Speaking Assessments?



Ch 01: Ante todo. Speaking Assessment.



09/06/13 11:59am available 08/22/13 unlimited 12:00am

- ◆ You may access the Speaking Assessments at any time from the original access date for the chapter, but they will always be the last chapter assignment before you take your Chapter Test.
 - ◆ The Speaking Assessments contain written prompts which you will record your answers to in Spanish. **The recording has a time limit of 2 minutes.** This is more than sufficient to answer the questions unless you leave very long pauses in your response. You may re-record as many times as you wish before submitting. Be sure to play your recording back to make certain that it is loud enough and that it is free of distracting background noises.
 - ◆ Your Speaking Assessment will be graded manually by your instructor with comments on your errors, pronunciation, content, and overall fluency. To see comments, click on "SEE REPORT."
- NOTE: **Do not leave this until the last minute before it is due.** If a technical recording issue arises, you need plenty of time to find another computer where you can do your recording.

- ◆ **IMPORTANT:** The first time you press the "RECORD" button, a **POP-UP window will appear asking you to adjust the Adobe Flash Player settings.** These adjustments are very simple and **you do them DIRECTLY in the pop-up window.** After that, you will be able to record normally, and you will not have to take this step for any future recordings.

Microphone/Camera Access Request

close window

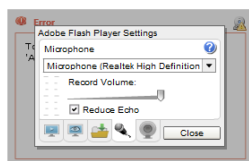
To record your voice, you must allow Connect to access your microphone and/or camera via Adobe Flash by following the steps below. You will only need to do this once on this computer. If you wish to deny access in the future, go to nimbb.com.

FOR BEST RESULTS

1. In the box at right, click the **Microphone** tab
2. Turn your **Record Volume** all the way up.
3. Check the **Reduce Echo** checkbox.

TO ALLOW ACCESS

1. Click the **Privacy** tab
2. Select **Allow**.
3. Check the **Remember** checkbox.
4. Click the **Close** button.
5. **Close this popup window then refresh the page** for the new settings to take effect.



What material is on the Chapter Tests? What about access dates? Are they timed?










Ch 01. TEST - 90 MIN. TIME LIMIT



09/10/13 11:59am available 09/09/13 12:00am 3

- ◆ **You will have a 48-hour window to complete Chapter Tests.** They are only accessible on the 2 weekdays following the deadline for the Speaking Assessment. **Chapter Tests have a 90 minute time limit.**
- ◆ Chapter Tests have 50 questions, each worth 2 points. They contain a variety of audio, vocabulary and grammar questions on the chapter material in various formats: fill-in-the-blank, multiple choice, true-false, etc.
- ◆ You may use the "Save & Exit" feature on Chapter Tests if you wish. Remember, however, that **you will only have 3 chances to submit for a grade.** NOTE: Chapter Test questions are auto-graded and selected at random from test bank pools. If you click "Save & Exit", you will be able to build on previous work, BUT: each time you **submit** for a grade, the question pool will select a different set of randomized questions when you open it again on the 2nd or 3rd attempts if you submit more than once.
- ◆ Each time you submit, you will receive your percent score, but no other information regarding which questions are right or wrong. Your definitive score in the gradebook will be the highest of all submissions made up to a maximum of 3, regardless of the order. (i.e., if your second submission was the highest score, that will be your definitive grade even if you scored lower on your most recent submission.)

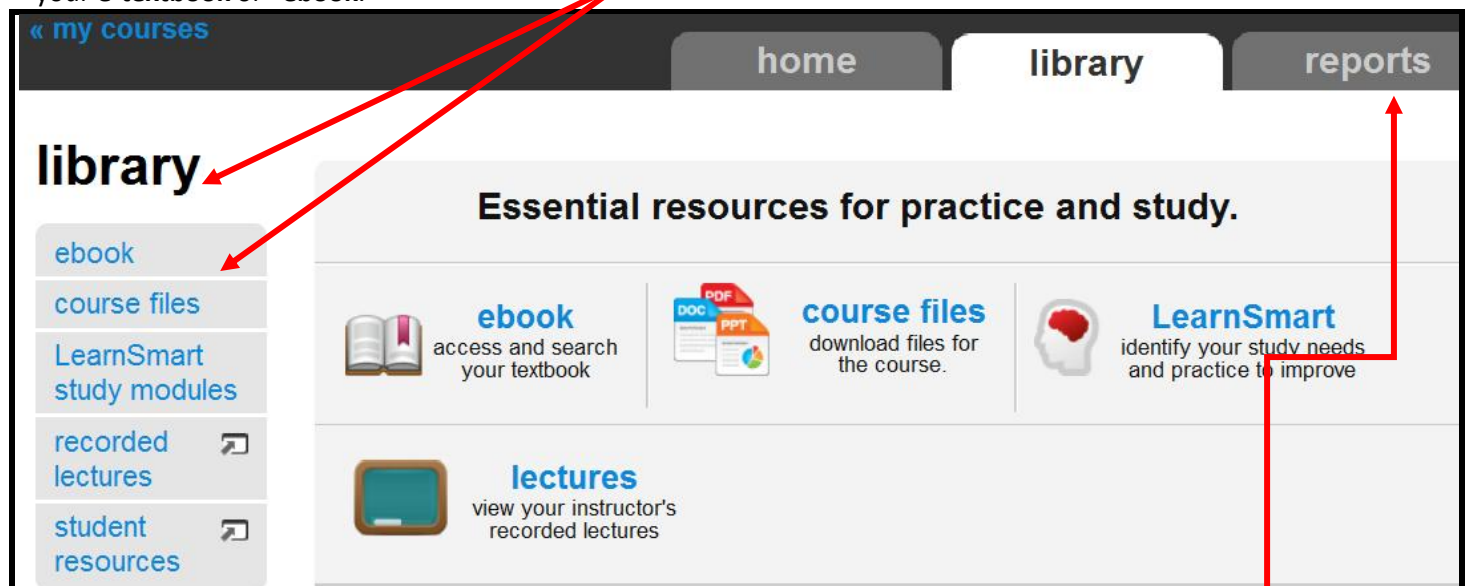
Are the Midterm Exam and the Final Exam similar to Chapter Tests? Are there reviews?

▼ MIDTERM EXAM: Chapters 1, 2, 3				
	Midterm. Vocabulary Review. Practice only.		none	unlimited
	Midterm. Grammar Review. Practice only.		none	unlimited
	Midterm Exam: 3 HOUR TIME LIMIT 		10/15/13 11:59pm	available 10/14/13 12:00am 3

- ◆ The Midterm Exam and the Final Exam have the same types of questions as Chapter Tests, but each contains 100 questions rather than 50. **The Midterm and the Final have a 3 hour time limit.** The folders for these exams each contain Practice Activities to help you review the material. As with all Practice Activities, they are not counted as part of your grade.
- ◆ The Midterm Exam covers Chapters 1, 2 and 3. The Final Exam covers Chapters 4, 5 and 6.
- ◆ Both the Midterm and the Final have **a 48-hour window** of accessibility. They have the same programming as Chapter Tests in terms of the number of submissions for a grade (3). For availability and due dates, see your Course Calendar.

What else is available on Connect from my main course page?

- ◆ The "HOME" tab on *Connect* contains all of the previously described chapter work.
- ◆ The "LIBRARY" tab on *Connect* contains **the content seen in the screen capture below**. This is where you will access your **e-textbook** or "ebook."

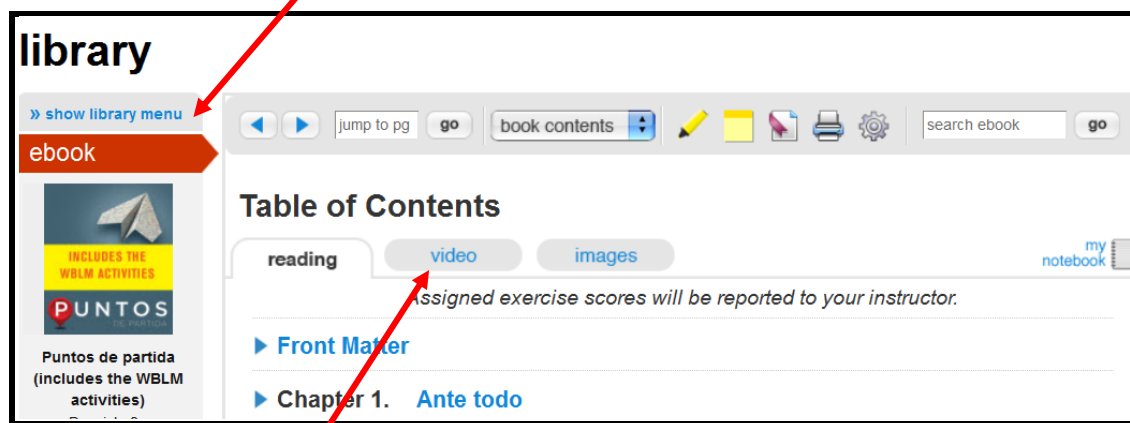


- ◆ The "REPORTS" tab on *Connect* contains information about your scores, and **comments from your instructor for all manually-graded work** (Writing and Speaking Assessments.)

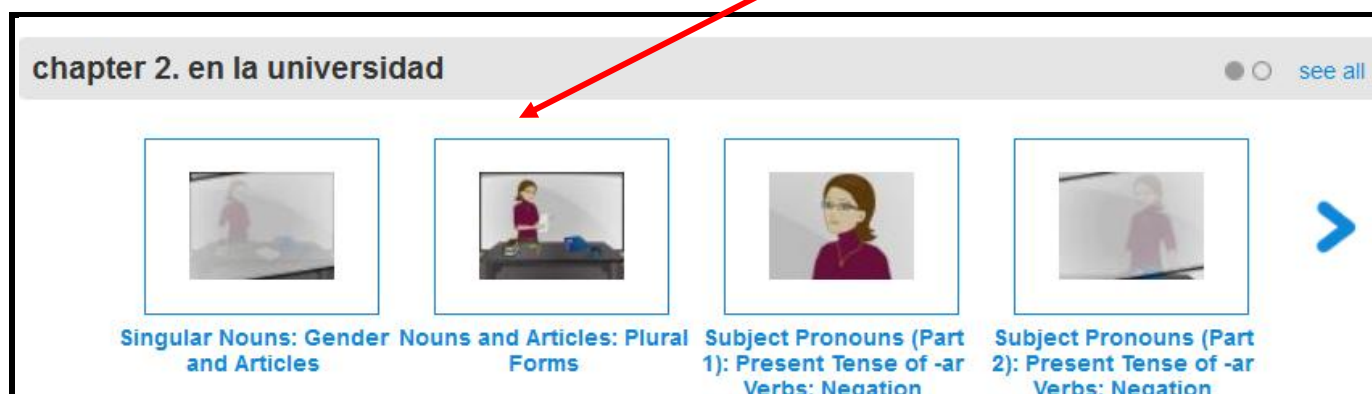
NOTE: To see what **your current average** is for the course, **always go to the Blackboard gradebook.**

How can I study grammar on Connect?

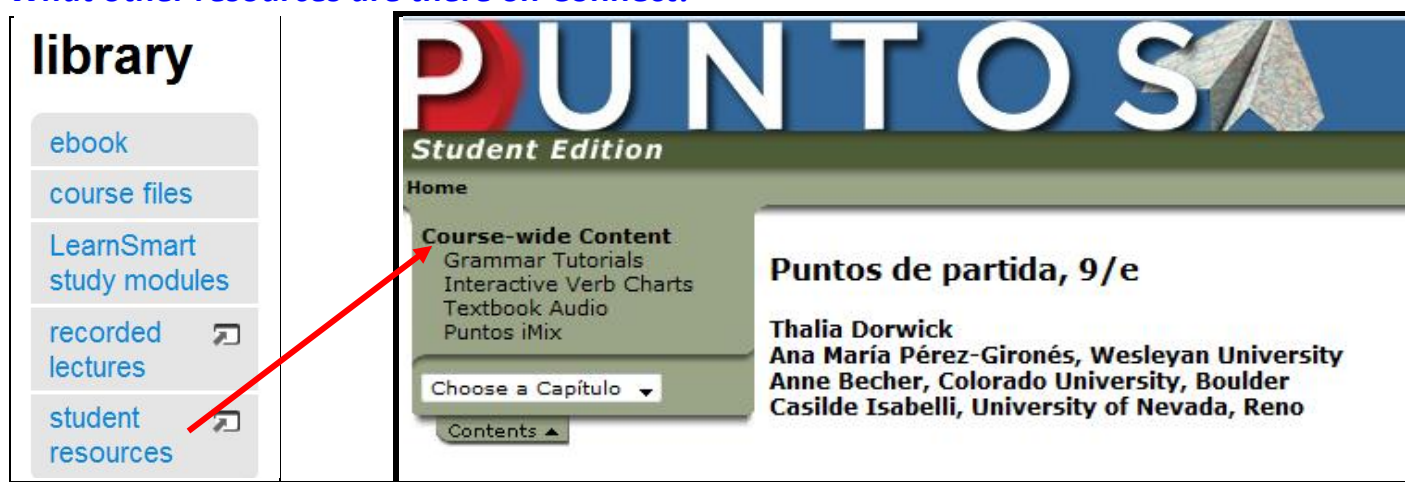
◆ From the LIBRARY tab, open the E-BOOK.



◆ From the E-BOOK, click on the VIDEO tab. This contains all **grammar tutorial videos** for each chapter.



What other resources are there on Connect?



◆ From the LIBRARY tab, click on STUDENT RESOURCES to access the content seen in the screen capture above.

NOTES:

The grammar tutorials accessed from here are in individual files and cover the entire grammar content for the book. File format is either zip files or SWF for viewing online as in each individual chapter of the ebook.

How should I study? Is there a recommended itinerary?

- ◆ The order in which you complete your assignments should follow the order of the due dates for each chapter item. If you refer to the Course Calendar, you should work from "top to bottom" ---e.g., you should not attempt to do the writing or speaking assessments due at the end of the chapter before you have done all of the practice work, Workbook/Lab Manual, and *LearnSmart* Activities because these assessments test global comprehension and mastery of the grammar and vocabulary concepts that should be practiced first.

Suggested Itinerary for Each Chapter:

1. FAMILIARIZE YOURSELF WITH THE CHAPTER CONTENT.
Read over all chapter content in your textbook to get a feel for the vocabulary and grammar concepts taught.
2. VOCABULARY.
Study the new chapter vocabulary. Go over the words in your textbook, and then do the PRACTICE VOCABULARY activities so you can get answers and feedback.

◆ **Complete the *LearnSmart* Vocabulary module.** This is your **1st due date** for assigned work in each chapter.
3. GRAMMAR.
Continue with new chapter grammar. Study the grammar points in your textbook.
Watch the **Grammar tutorials** for the chapter in the Video section of your ebook. (See p. 10 of this syllabus.)
Do the PRACTICE GRAMMAR activities so you can get answers and feedback.

◆ **Complete the *LearnSmart* Grammar module.** This is your **2nd due date** for assigned work in each chapter.
4. PRONUNCIATION. Complete the Practice Pronunciation activities.
5. WORKBOOK/LAB MANUAL.
◆ **Complete all activities in the Workbook/Lab Manual.** This covers what you have previously worked on in the Practice Activities and *LearnSmart*. This is your **3rd due date** for assigned work in each chapter.
6. WRITING ASSESSMENT.
◆ **Complete the writing assessment.** This is your **4th due date** for assigned work for each chapter.
7. SPEAKING ASSESSMENT.
◆ **Complete the speaking assessment.** This is your **5th due date** for assigned work for each chapter.
8. CHAPTER TEST.
◆ **Take the chapter test.** This is your **6th (final) due date** for assigned work for each chapter.
Suggestion: Repeat the Practice Activities and *LearnSmart* modules for practice before taking the test.

REMEMBER:

Never leave completion of an assignment until the last few hours of the day of your due date.

Apart from the fact that you cannot learn the material properly if you do it that way, you might run into technical issues with your computer or Internet connection and not have enough time to resolve them.

—Pages 12-18 of your syllabus contain important administrative information followed by your course calendar. —

COURSE EXPECTATIONS AND REQUIREMENTS FOR LOWER LEVEL SPANISH CLASSES

- A grade of “C” or better in Spanish 1441 is a prerequisite for Spanish 1442.
- Spanish 1441 is a pre-requisite for Spanish 1442, 2313, and 2314. If you are currently enrolled in any other lower level Spanish course, you will be dropped from the higher level course.
- Note that for every credit hour earned, a student should spend three hours per week studying. Students enrolled in this course can expect to spend 9-12 hours per week of their own time in course-related study and assignments.

COURSE DOCUMENTS

All documents pertaining to this course are always available on the blog for Lower Level Spanish students:

<http://lowerlevelspanish.wordpress.com>

Students are responsible for printing their own copies of these documents.

LATE REGISTRATION / CENSUS DATE / DROP POLICY

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the **late registration period** which **ends on January 17th**. Students are required to make any course changes by **the census date, January 29th**. No transfers of courses or classes will be made after that date. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. Students will not be automatically dropped for non-attendance.

The last day to drop is Friday, March 28th. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships on this link: <http://www.uta.edu/ses/fao>

STUDENT FEEDBACK SURVEY

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit: **<http://www.uta.edu/sfs>**

STUDENT SUPPORT SERVICES

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

LANGUAGE ACQUISITION CENTER (LAC)

The Language Acquisition Center (LAC), located on the third floor of Trimble Hall (rooms 303 – 307), offers audio, video and computer services for students of Spanish at UTA.

ACADEMIC INTEGRITY

All students enrolled in this course are expected to adhere to the UT Arlington Honor Code as follows:

"I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence. I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code."

It is the philosophy of UTA that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. "Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such act." Collusion is defined as collaborating with another, without authorization, when preparing an assignment. (Regents' Rules and Regulations, Series 50101, Section 2.2).

◆ Specific Department Policy Regarding Academic Integrity

The use of online translators, however limited, is included in the definition of scholastic dishonesty and is strictly forbidden. Any help obtained from another person on work submitted for a grade, or any help given to another student for the same, including but not limited to composing text, proof-reading, correcting or editing, is considered collusion and will also be reported as cheating. If a student has any doubts whatsoever as to what constitutes any form of scholastic dishonesty, s/he should consult the course instructor before submitting work which is subject to the aforementioned rules. Instructors may issue a preliminary warning for a first-time offense, but they are under no obligation to do so before reporting students directly to the Office of Student Conduct. Students suspected of any form of cheating may be required by the instructor to take a translation test in the department as proof of prior knowledge of Spanish.

AMERICANS WITH DISABILITIES ACT

The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

◆ Note to students registered with the Office for Students with Disabilities

[Students with a letter from the Office for Students with Disabilities which grants them extended time are perfectly accommodated in this online course due to the fact that there is no coursework which is not available for at least 48 hours, and extended \(DOUBLE\) time is already programmed for Chapter Tests, the Midterm and the Final Exam \(no other assessments are timed\).](#)

STUDENT QUESTIONS / CONCERNS

Should students have questions or concerns, they should **first** try to resolve these with their class instructor, **then** with **Ms. Catherine Ortiz** (cortiz@uta.edu), Supervisor of Lower Level Spanish.

Only **after** having spoken with the instructor and Ms. Ortiz should the Spanish Section Coordinator, **Dr. Sonia Kania** (skania@uta.edu), be contacted in the event of unresolved issues.

E-CULTURE POLICY AND E-MAIL USE

- **All e-mail correspondence to your instructor must originate from your UTA email account.**
EMAIL ORIGINATING FROM ANY OTHER ACCOUNT WILL BE IGNORED.
- **When communicating with faculty by e-mail, it is important that students keep the following in mind:**
 - 1) Be courteous: always use salutations and signatures. N.B.: "Sent from my iPhone" (or similar) is not acceptable as a signature and is considered to be disrespectful.
 - 2) For serious matters, use emails to facilitate a mutually agreeable time to meet. Email should not be used to avoid or replace personal interaction.
 - 3) Never use email to vent or to respond immediately to an emotional situation.
 - 4) Always remember that email creates a documentary record of one's communication with others.

The student is 100% responsible at all times for:

****Keeping track of due dates and pacing the coursework and study.***

****Having a computer with high-speed internet access.***

****Resolving any and all technical issues related to the proper functioning of the computer and internet connection he/she is using for this coursework.***

****Having a "back-up plan" in the event of unexpected technical issues or other emergencies.***




The following pages of the syllabus contain your course calendar:

Detailed calendar: pages 15-17








Abbreviated 1-page calendar: page 18

SPAN 1441 WEB - SPRING 2014 CALENDAR








PRE-COURSE REQUIREMENTS *(Must be completed BEFORE starting the regular coursework)*

Assignment	Available from this date:	Due by 11:59 p.m. on:
 Connect Orientation	ANY TIME after registration	Wednesday, Jan. 15
 Syllabus Quiz - Span 1441	ANY TIME after registration	Thursday, Jan. 16
 Voice Recording Test	ANY TIME after registration	Friday, Jan. 17








CHAPTER 01: *Ante todo.*


CONTENT	Available from this date:	Due by 11:59 p.m. on:
 E-Textbook Practice (NOT for a grade). Pronunciation, Vocabulary, Grammar.	Always available.	N/A — Practice Only.
 Ch 01. <i>LearnSmart</i> Vocabulary.	Always available.	Tuesday, Jan. 21
 Ch 01. <i>LearnSmart</i> Grammar.	Always available.	Friday, Jan. 24
 Ch 01. Workbook / Lab Manual.	Monday, Jan. 13	Monday, Jan. 27
 Ch 01. Writing Assessment.	Monday, Jan. 13	Tuesday, Jan. 28
 Ch 01. Speaking Assessment.	Monday, Jan. 13	Wednesday, Jan. 29
 Ch 01. Test. 90 Min Time Limit.	Thursday, Jan. 30	Friday, Jan. 31








CHAPTER 02: *En la universidad.*

CONTENT	Available from this date:	Due by 11:59 p.m. on:
 E-Textbook Practice (NOT for a grade). Pronunciation, Vocabulary, Grammar.	Always available.	N/A — Practice Only.
 Ch 02. <i>LearnSmart</i> Vocabulary.	Always available.	Tuesday, Feb. 4
 Ch 02. <i>LearnSmart</i> Grammar.	Always available.	Friday, Feb. 7
 Ch 02. Workbook / Lab Manual.	Saturday, Feb. 1	Monday, Feb. 10
 Ch 02. Writing Assessment.	Saturday, Feb. 1	Tuesday, Feb. 11
 Ch 02. Speaking Assessment.	Saturday, Feb. 1	Wednesday, Feb. 12
 Ch 02. Test. 90 Min Time Limit.	Thursday, Feb. 13	Friday, Feb. 14








SPAN 1441 WEB - SPRING 2014 CALENDAR








CHAPTER 03: <i>La familia.</i>			
CONTENT		Available from this date:	Due by 11:59 p.m. on:
	E-Textbook Practice (NOT for a grade). Pronunciation, Vocabulary, Grammar.	Always available.	N/A — Practice Only.
	Ch 03. <i>LearnSmart</i> Vocabulary.	Always available.	Tuesday, Feb. 18
	Ch 03. <i>LearnSmart</i> Grammar.	Always available.	Friday, Feb. 21
	Ch 03. Workbook / Lab Manual.	Saturday, Feb. 15	Monday, Feb. 24
	Ch 03. Writing Assessment.	Saturday, Feb. 15	Tuesday, Feb. 25
	Ch 03. Speaking Assessment.	Saturday, Feb. 15	Wednesday, Feb. 26
	Ch 03. Test. 90 Min Time Limit.	Thursday, Feb. 27	Friday, Feb. 28


	Midterm Exam. 3 Hour Time Limit	Available from: Thursday, Mar. 6	Due: Friday, Mar. 7
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CHAPTER 04: <i>De compras.</i> <i>(Note: No work is due during Spring Break: March 11 - 15)</i>			
CONTENT		Available from this date:	Due by 11:59 p.m. on:
	E-Textbook Practice (NOT for a grade). Pronunciation, Vocabulary, Grammar.	Always available.	N/A — Practice Only.
	Ch 04. <i>LearnSmart</i> Vocabulary.	Always available.	Tuesday, Mar. 18
	Ch 04. <i>LearnSmart</i> Grammar.	Always available.	Friday, Mar. 21
	Ch 04. Workbook / Lab Manual.	Saturday, Mar. 8	Monday, Mar. 24
	Ch 04. Writing Assessment.	Saturday, Mar. 8	Tuesday, Mar. 25
	Ch 04. Speaking Assessment.	Saturday, Mar. 8	Wednesday, Mar. 26
	Ch 04. Test. 90 Min Time Limit.	Thursday, Mar. 27	Friday, Mar. 28

SPAN 1441 WEB - SPRING 2014 CALENDAR

CHAPTER 05: <i>En casa.</i>			
CONTENT		Available from this date:	Due by 11:59 p.m. on:
	E-Textbook Practice (NOT for a grade). Pronunciation, Vocabulary, Grammar.	Always available.	N/A — Practice Only.
	Ch 05. <i>LearnSmart</i> Vocabulary.	Always available.	Tuesday, Apr. 1
	Ch 05. <i>LearnSmart</i> Grammar.	Always available.	Friday, Apr. 4
	Ch 05. Workbook / Lab Manual.	Saturday, Mar. 29	Monday, Apr. 7
	Ch 05. Writing Assessment.	Saturday, Mar. 29	Tuesday, Apr. 8
	Ch 05. Speaking Assessment.	Saturday, Mar. 29	Wednesday, Apr. 9
	Ch 05. Test. 90 Min Time Limit.	Thursday, Apr. 10	Friday, Apr. 11

CHAPTER 06: <i>Las estaciones y el tiempo.</i>			
CONTENT		Available from this date:	Due by 11:59 p.m. on:
	E-Textbook Practice (NOT for a grade). Pronunciation, Vocabulary, Grammar.	Always available.	N/A — Practice Only.
	Ch 06. <i>LearnSmart</i> Vocabulary.	Always available.	Tuesday, Apr. 15
	Ch 06. <i>LearnSmart</i> Grammar.	Always available.	Friday, Apr. 18
	Ch 06. Workbook / Lab Manual.	Saturday, Apr. 12	Monday, Apr. 21
	Ch 06. Writing Assessment.	Saturday, Apr. 12	Tuesday, Apr. 22
	Ch 06. Speaking Assessment.	Saturday, Apr. 12	Wednesday, Apr. 23
	Ch 06. Test. 90 Min Time Limit.	Thursday, Apr. 24	Friday, Apr. 25

	Final Exam. 3 Hour Time Limit	Available from: Monday, May 5	Due: Tuesday, May 6
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Course Calendar Due Dates - SPAN 1441 WEB - Spring 2014

Note: **Chapter Tests**, the **Midterm** and the **Final Exam** are listed below with post dates and due dates. All other chapter assessments are accessible from the start of the chapter (see complete calendar in syllabus) until the due date below.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Week 1	13 Jan. <i>Registration & Self-Orientation</i>	14 Jan. <i>Registration & Self-Orientation</i>	15 Jan. <i>Connect Orientation</i>	16 Jan. <i>Syllabus Quiz</i>	17 Jan. <i>Voice Recording Test</i>
Week 2	20 Jan. <i>MLK Holiday</i>	21 Jan. <i>LearnSmart Vocabulary - Ch. 1</i>	22 Jan.	23 Jan.	24 Jan. <i>LearnSmart Grammar Ch. 1</i>
Week 3	27 Jan. <i>Workbook/ Lab Manual - Ch. 1</i>	28 Jan. <i>Writing - Ch. 1</i>	29 Jan. <i>Speaking - Ch. 1</i>	30 Jan. Chapter 1 TEST	31 Jan. Chapter 1 TEST
Week 4	3 Feb.	4 Feb. <i>LearnSmart Vocabulary - Ch. 2</i>	5 Feb.	6 Feb.	7 Feb. <i>LearnSmart Grammar Ch. 2</i>
Week 5	10 Feb. <i>Workbook/ Lab Manual - Ch. 2</i>	11 Feb. <i>Writing - Ch. 2</i>	12 Feb. <i>Speaking - Ch. 2</i>	13 Feb. Chapter 2 TEST	14 Feb. Chapter 2 TEST
Week 6	17 Feb.	18 Feb. <i>LearnSmart Vocabulary - Ch. 3</i>	19 Feb.	20 Feb.	21 Feb. <i>LearnSmart Grammar Ch. 3</i>
Week 7	24 Feb. <i>Workbook/ Lab Manual - Ch. 3</i>	25 Feb. <i>Writing - Ch. 3</i>	26 Feb. <i>Speaking - Ch. 3</i>	27 Feb. Chapter 3 TEST	28 Feb. Chapter 3 TEST
Week 8	3 Mar. <i>Review for Midterm</i>	4 Mar. <i>Review for Midterm</i>	5 Mar. <i>Review for Midterm</i>	6 Mar. MIDTERM EXAM	7 Mar. MIDTERM EXAM
Week 9	10 Mar.	11 Mar. <i>Spring Break</i>	12 Mar. <i>Spring Break</i>	13 Mar. <i>Spring Break</i>	14 Mar. <i>Spring Break</i>
Week 10	17 Mar.	18 Mar. <i>LearnSmart Vocabulary - Ch. 4</i>	19 Mar.	20 Mar.	21 Mar. <i>LearnSmart Grammar Ch. 4</i>
Week 11	24 Mar. <i>Workbook/ Lab Manual - Ch. 4</i>	25 Mar. <i>Writing - Ch. 4</i>	26 Mar. <i>Speaking - Ch. 4</i>	27 Mar. Chapter 4 TEST	28 Mar. Chapter 4 TEST
Week 12	31 Mar.	1 Apr. <i>LearnSmart Vocabulary - Ch. 5</i>	2 Apr.	3 Apr.	4 Apr. <i>LearnSmart Grammar Ch. 5</i>
Week 13	7 Apr. <i>Workbook/ Lab Manual - Ch. 5</i>	8 Apr. <i>Writing - Ch. 5</i>	9 Apr. <i>Speaking - Ch. 5</i>	10 Apr. Chapter 5 TEST	11 Apr. Chapter 5 TEST
Week 14	14 Apr.	15 Apr. <i>LearnSmart Vocabulary - Ch. 6</i>	16 Apr.	17 Apr.	18 Apr. <i>LearnSmart Grammar Ch. 6</i>
Week 15	21 Apr. <i>Workbook/ Lab Manual - Ch. 6</i>	22 Apr. <i>Writing - Ch. 6</i>	23 Apr. <i>Speaking - Ch. 6</i>	24 Apr. Chapter 6 TEST	25 Apr. Chapter 6 TEST
Week 16	28 Apr. <i>Review for Final</i>	29 Apr. <i>Review for Final</i>	30 Apr. <i>Review for Final</i>	1 May <i>Review for Final</i>	2 May <i>Review for Final</i>
FINALS WEEK	5 May FINAL EXAM	6 May FINAL EXAM	7 May	8 May	9 May