

# Course Syllabus

Department of Literature, Journalism, Writing & Languages

SPA1001 Elementary Spanish I

4 Units

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**Summer 2024**

**Fully Online**

**May 6 - June 7**

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**Meeting Days/ Time:** Asynchronous Online

**Meeting Location:** Online

**Final Exam:** Friday

**Instructor:** Dr. Scott Bennett

**Phone:** (619) 849 - 2947

**Email:** ScottBennett@pointloma.edu

**Office Location and Hours:** Email for appointment

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## PLNU MISSION

**To Teach ~ To Shape ~ To Send**

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed,

and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

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## FOUNDATIONAL EXPLORATIONS MISSION

PLNU provides a foundational course of study in the liberal arts informed by the life, death, and resurrection of Jesus Christ. In keeping with the Wesleyan tradition, the curriculum equips students with a broad range of knowledge and skills within and across disciplines to enrich major study, lifelong learning, and vocational service as Christ-like participants in the world's diverse societies and cultures.

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## COURSE DESCRIPTION

Welcome to the Elementary Spanish sequence. This course is one of the components of the General Education Program at Point Loma Nazarene University, under the category of Seeking Cultural Perspectives. By including this course in a common educational experience for undergraduates, the faculty supports the survey of human endeavors from a historical, cultural, linguistic, and philosophical perspective, including developing a critical appreciation of human expression--both artistic and literary. This course emphasizes four basic skills: aural comprehension, speaking, reading, and writing. Also noted is the cultural and historical background of the areas where the language is spoken. Participation and active use of the language is emphasized in the classroom.

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## COURSE LEARNING OUTCOMES

*By the end of the 1001-1002 sequence, students will be able to:*

1. Speak (application) at the mid to high novice level using (application) basic formulaic and memorized materials within the student's own experience. **(PLO 3)**
2. Recognize (comprehension, knowledge) basic connected discourse that uses (application) vocabulary and grammar within the student's own experience. **(PLO 2,5)**
3. Write (application, knowledge) discrete sentences as well as simply connected paragraphs using memorized vocabulary and grammar structures. **(PLO 1,5)**

4. Read (application) cultural texts that employ familiar vocabulary and cognates as well as learned grammatical structures. **(PLO 4)**
  5. Demonstrate (application, knowledge) comprehension of basic cultural mores and patterns of living of the target culture(s) studied. **(PLO 4,6)**
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## REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

- [Portales Links to an external site.ebook plus SupersiteLinks to an external site.](#)- 12 month access for use in SPA1002 as well.
  - *Talkabroad*, 1 conversation purchased through the bookstore or [TalkAbroad Links to an external site.](#)
  - [Links to an external site.](#)**Daily access to reliable internet, webcam and microphone.** Please contact PLNU IT support at [student-tech-request@pointloma.edu](mailto:student-tech-request@pointloma.edu) [Links to an external site.](#) if you need assistance.
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## COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 4 unit class delivered over 6 weeks. It is anticipated that students will spend a minimum of 37.5 participation hours per credit hour on their coursework. For this course, students will spend an estimated 150 total hours meeting the course learning outcomes. The time estimations are provided in the Canvas modules.

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## ASSESSMENT AND GRADING

### COURSE REQUIREMENTS

1. Active participation. Active participation is defined to include the following: group work, discussion posts and reactions to peers, oral participation, and completion of daily assignments.
2. Completion of required readings, written, oral, lab, video, and web assignments.
3. Successful completion of written examinations.

## Tests & Quizzes

Since language learning is a skill, it will be imperative to ensure the necessary proficiency is attained. To this end, there will be four short tests given during the course. It will be necessary for students to do a thorough review before each test since the material is cumulative. Vocabulary knowledge is extremely important. The more vocabulary you know, the more you will be able to say. Quizzes require students to memorize the vocabulary list from each lesson. This most complete list can be found on the last page of the lesson. Be sure to look up any **pages referred to** in the last box of the vocabulary such as *Expresiones útiles*. The standard for knowledge in a foreign language is correct spelling; therefore, words must be spelled perfectly for credit. All vocabulary and structures used on assessments must be from your lessons. Structures and vocabulary from outside your lessons **will not** receive credit. **Please refrain from using Spanish dictionaries, Google Translate, or any other assistance on assessments as this is considered academic dishonesty. It is imperative you take these at the scheduled times.** All exams and quizzes are scheduled on the calendar and will be administered using Honorlock. Please ensure to secure a private location in which you can take your exam alone, and without interruptions. Please maintain clear and timely communication with your professor regarding any unforeseen emergencies you may have.

## Homework

In order to provide consistent input and practice, regular daily homework will be assigned online and can be found at your Portales website <http://vhlcentral.com> [Links to an external site.](#). You will need to follow the instructions and enroll in the appropriate course. Assignments are due by 11:59 p.m. PST on the date due, so please give yourself enough time to complete these before your clock runs out. This is especially important if you need to use the feature on vhlcentral.com “Ask your Instructor” for any questions on the homework. All assigned homework throughout will be **due on the day noted per assignment**. This work **will not be accepted for late credit**. Further assignments and Discussions will be assigned through Canvas. Please read all instructions carefully, and be aware of due dates.

## Cultural Assignments

This grouping of assignments is designed to help you better understand the diversity and complexity of the cultures of those who speak Spanish. By examining the cultural production of Hispanic voices, you will gain insight into their customs, experiences, and worldviews. These assignments will give you an opportunity to think more deeply about the global world and your role in it as you strive to learn another language, in order to better communicate and understand your “neighbor.”

## TalkAbroad

In addition, each student will be required to conduct one 30-minute conversation through Talkabroad.com. There is a \$15 charge for a 30-minute conversation. This is part

of your course materials. This conversation must be scheduled 36 hours in advance. Please schedule your conversation on time for the due date.

Grades will be based on the following:

Grading Distribution	
Category	Weight
Discussion & Partner Interviews	20%
Cultural Assignments & TalkAbroad	10%
Assignment from Portales	20%
Exams	30%
Quizzes	10%
Final Exam	10%
Totals	100%

Grades will be based on the following:

A	B	C	D	F
A 93-100	B+ 87-89	C+ 77-79	D+ 67-69	F Less than 59
A- 90-92	B 83-86	C 73-76	D 63-66	
	B- 80-82	C- 70-72	D- 60-62	

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## STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the

program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map on [State Authorization](#) to view which states allow online (distance education) outside of California.

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## INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

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## PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

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## PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See [Academic Policies](#) for definitions of kinds of academic dishonesty and for further policy information.

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## PLNU ACADEMIC ACCOMMODATIONS POLICY

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center ([EAC@pointloma.edu](mailto:EAC@pointloma.edu) or 619-849-2486). Once a student's eligibility for accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to ensure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.

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## ONLINE ASYNCHRONOUS ATTENDANCE POLICY

Students taking online courses with no specific scheduled meeting times are expected to actively engage throughout each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes, but is not limited to:

- Engaging in an online discussion
- Submitting an assignment
- Taking an exam
- Participating in online labs
- Initiating contact with a faculty member within the learning management system to discuss course content.

**Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.**

Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor. Acceptance of late work is at the discretion of the instructor and does not waive attendance requirements.

Students may be warned if they demonstrate a lack of academic activity. After a warning, students who miss more than one week of academic activity without prior approval and arrangements with the instructor may be de-enrolled or withdrawn from a course. If the date of de-enrollment is past the last date to withdraw from a course, the student will be assigned a letter grade of “F” or “NC.” There are no refunds for courses where a de-enrollment was processed after the last date to withdraw from a course.

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## COURSE MODALITY DEFINITIONS

1. **In-Person:** Course meetings are face-to-face with no more than 25% online delivery.
2. **Online:** Coursework is completed 100% online and asynchronously.
3. **Online Synchronous:** Coursework is completed 100% online with required weekly online class meetings.
4. **Hybrid:** Courses that meet face-to-face with required online components.

In some courses, a portion of the credit hour content will be delivered asynchronously, and attendance will be determined by submitting the assignments by the posted due dates

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## SPIRITUAL CARE

Please be aware that PLNU strives to be a place where you grow as a whole person. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

If students have questions, a desire to meet with the chaplain, or have prayer requests you can contact the [Office of Spiritual Life and Formation](#).

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## SEXUAL MISCONDUCT AND DISCRIMINATION

Point Loma Nazarene University faculty are committed to helping create a safe learning environment for all students. If you (or someone you know) have experienced any form of sexual discrimination or misconduct, including sexual assault, dating or domestic violence, or stalking, know that help and support are available through the [Title IX](#)

[Office](#). Please be aware that under Title IX of the Education Amendments of 1972, it is required to disclose information about such misconduct to the Title IX Office.

If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact Counseling Services at [counselingservices@pointloma.edu](mailto:counselingservices@pointloma.edu) or find a list of campus pastors at the [Title IX Office | Get Help Now](#)

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## USE OF TECHNOLOGY

In order to be successful in the online or hybrid environment, you'll need to meet the minimum technology and system requirements; please refer to the [Technology and System Requirements](#) information. Additionally, students are required to have headphone speakers, microphone, or webcams compatible with their computer available to use. Please note that any course with online proctored exams requires a computer with a camera (tablets are not compatible) to complete exams online.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

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## ARTIFICIAL INTELLIGENCE (AI) SYLLABUS POLICY

Use of Artificial Intelligence (AI) tools (e.g., ChatGPT, iA Writer, Marmot, Botowski) is not permitted, and use of these tools will be treated as plagiarism.

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## LANGUAGE AND BELONGING

Point Loma Nazarene University faculty are committed to helping create a safe and hospitable learning environment for all students. As Christian scholars, we are keenly aware of the power of language and believe in treating others with dignity. As such, it is important that our language be equitable, inclusive, and prejudice-free. Inclusive/Bias-free language is the standard outlined by all major academic style guides, including MLA, APA, and Chicago, and it is the expected norm in university-level work. Good writing and speaking do not use unsubstantiated or irrelevant generalizations about personal qualities such as age, disability, economic class, ethnicity, marital status, parentage,

political or religious beliefs, race, gender, sex, or sexual orientation. Inclusive language also avoids using stereotypes or terminology that demeans persons or groups based on age, disability, class, ethnicity, gender, race, language, or national origin. Respectful use of language is particularly important when referring to those outside of the religious and lifestyle commitments of those in the PLNU community. By working toward precision and clarity of language, we mark ourselves as serious and respectful scholars, and we model the Christ-like quality of hospitality.

You may report an incident(s) using the [Bias Incident Reporting Form](#)[Links to an external site.](#)