



**Spanish II**  
**Course Syllabus:**

**Span 1412.882**  
 Summer 2021 Online

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	On-line or Email or phone	On-line or Email or phone	On-line or Email or phone	On-line or Email or phone	On-line or Email or	Email or Phone

*\*It is a good idea to make an appointment for office conferences to avoid scheduling conflicts.*

***This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.***

*Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.*

**Catalog Course Description (include prerequisites):** SPAN 1412 Spanish II: Four credit hours. Five contact hours. Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level. **Prerequisite:** Span 1411 or approval of instructor.

**Other Description:** At least 20 hours of lecture, instruction and guided drill are provided online each week. The course continues the study of Spanish grammar, Hispanic cultures and the background for conversation in a wide range of social, travel and business situations.

**Required Textbook(s):**

¡Adelante! Dos 3<sup>rd</sup> Edition) by José A. Blanco **Publisher:** VISTA Higher Learning  
 Includes CODE **ISBN Number:** ISBN-978-1543319262

Portions of this course will be managed by Blackboard; other portions will be controlled and presented by the textbook publisher’s website called the Supersite. So, please get used to looking at both daily for the various activities which comprise this course. Blackboard can be accessed at the **NTCC Portal**. You are likely using it already. The Supersite is available at **vhcentral.com**.

**THE SUPERSITE CODE: SETTING UP YOUR Vista Higher Learning ACCOUNT**

This class requires technology access, both through NTCC’s Blackboard and the SUPERSITE, the publisher's delivery system for online instruction. This access allows you to complete and submit assignments and quizzes, to access all media and study tools and to receive announcements.

**NOTE:** Only buy the Spanish textbook from the NTCC Bookstore. It will have the required Supersite code! You will find it inside your textbook.

**The book without the Supersite Code is worthless.**

The Web Site for VISTA Higher Learning, the publisher of our textbook is **vhlcentral.com**. That is your first stop prior to using your account code (inside text) and placing yourself into the appropriate class....the one you registered for (Span 1412.882 online). Please read the handout in Blackboard related to the Supersite and how to access it. Then, register in the appropriate class (Span 1412 online) and school (Northeast Texas Community College) accordingly. To access directions for setting up your VHL account go to ([http://www.vhlcentral.com/section/248386/student\\_instructions](http://www.vhlcentral.com/section/248386/student_instructions)) **or** read and follow the document hanging in Blackboard.

### **Temporary Code**

Now, this course only lasts for 31 days, including weekends. You must be engaged in the course from the beginning. So, **if you do not have your textbook with the code ready to go on the first class day**, you may access the Supersite temporarily (for 2 weeks) by following the directions provided in the START HERE folder. You will find the instructions a space or two below the course syllabus in START HERE. Use this procedure provided by Vista Higher Learning to begin work in the Supersite from day one.

**Recommended Reading(s):** Spanish/English dictionary of your choice. I recommend a pocket size dictionary for travel but a larger version is handy to have in a study environment.

### **Student Learning Outcomes:**

Upon successful completion of this course, students will:

- 1 . Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the present and past.
2. Demonstrate understanding of level-appropriate spoken Spanish produced by Spanish-speakers of diverse origins.
3. Write simple to moderately complex sentences using level appropriate grammatical structures and organize them into cohesive paragraphs.
4. Read and comprehend level-appropriate texts.
5. Identify and discuss traditions, customs and values of the Hispanic world.
6. Compare and contrast the traditions, customs, and values of the Hispanic world with characteristics of their own culture.

**BLACKBOARD:** Blackboard delivers handouts, the syllabus, and tracks your scores as we go through the course. The main page of the Blackboard is a calendar which helps you keep up to date.

**SUPERSITE** also has a calendar aspect which shows deadline dates when exercises and Quizzes are due to be SUBMITTED. The instructor will update the Blackboard grade book soon after each lesson is finished. He will post your grades from the Supersite. Check your scores on Blackboard. NTCC Email will serve to communicate important and complete information about your course. I will use TEAMS (see below) to help keep you informed of any changes or special information by text message.

**SUPERSITE:** The Supersite will deliver and manage much of the course including additional textbook information, grammar exercises, practice tests, tutorials, a video specific to each Lesson, and the assessments, the tests, called quizzes. There are 6 quizzes of differing kinds for each lesson. To practice the assignments click on CONTENT at the top of the page. Then click on ACTIVITIES and go to the appropriate Lesson, find the dated exercises, do them and **submit** them.

**QUIZZES:** To take a test or a quiz, click on CONTENT, then under CONTENT click on ASSESSMENTS, find the correct Lesson to your left, then find the dated quiz, do it, and submit it. There are one Vocabulary Quiz, 4 Grammar Quizzes, and one General Quiz for each Lesson. Be sure to **DO YOUR OWN WORK**. Do not use a translation device or get help from a Spanish-speaking friend. It will be obvious. If the instructor suspects collusion of any kind he will give you a zero on that work. If the situation persists he may give you an "F" in the course.

**There is a Comprehensive Multi-Lesson Quiz (the Final Exam) during the Final Exam Week.**

**USE OF ACCENTS AND CORRECT SPELLING:**

The Supersite ACTIVITIES and the ASSESSMENTS or QUIZZES require a great deal of precision. The accents must be correct and spelling must be accurate, including capitalization. The program expects that each sentence will start with a capital letter and end with appropriate punctuation. For purposes of completeness and precision, ALWAYS write COMPLETE sentences. The rules are about the same as in English. These are necessary components of an academic Spanish course. Be sure to read the handout on accenting on the Blackboard before you attempt the exercises.

**OFFICIAL COMMUNICATION:** NTCC uses the college email system for all official communications with faculty, staff and students. Make sure to read and manage your NTCC Email account. There may important items about this class or about some other aspect of campus life. Stay well informed. That will help maintain satisfactory progress in the course.

**Evaluation/Grading Policy:**

Acknowledgement of Syllabus.....03	A = 2000 - 2253
Discussions on Bb ...4 @ 50 .....200	
Practice Exercises on Supersite...6 @ 100.....600	B = 1750 - 1999
Supersite Grammar tests (Top 3 averaged/lesson).600	
Supersite Lesson Tests (1/lesson x 6) .....600	C = 1500 - 1749
Video of Lesson 3 Exercises.....100	
Final: Multi-Lesson Quiz.....100	D = 1300 - 1499
Course Evaluation.....50	
Total points possible .....2253	F = Below 1300

**Tests/Exams:**

Assessments (quizzes) will occur during (Vocabulary, Grammar Quizzes) and at the end of each lesson (Lesson Quiz) on the Supersite. There will be one Vocabulary quiz, four Grammar quizzes and one Lesson quiz per lesson for a grade on the Supersite. For each lesson the top 3 Grammar Quizzes will be averaged to determine your grade related to grammar for that lesson. We will complete six lessons in this course. Go to the Supersite menu page and click on CONTENT. Then, you must click on ASSESSMENTS. Find the lesson. Attempt the Vocabulary Test and the four Grammar Quizzes and the one Lesson quiz by the deadlines. **Comprehensive final exam in this course during final week.**

Time for completing quizzes may vary a bit. The Vocabulary quizzes will have 30 minute for completion; the Grammar quizzes will have one hour and the Lesson quizzes will sometimes have one hour, but usually 45 minutes. Know the time available when you begin the quiz.

Once you begin any Quiz, you must be prepared to finish it within the time limit. Allow yourself plenty of time to do the quizzes. You **cannot** save your work on quizzes and come back to it later. You must finish each quiz on time, once you start. No breaks. The clock keeps ticking.

**Assignments:**

The grammar practice uses various exercises on the Supersite. Go to CONTENT and click on Activities. This is where you can practice a grammar point. All the various PRACTICE exercises together are worth 100 points per lesson. You get all the points if you attempt and complete the exercises on time. You will get credit for trying. These exercises will prepare you for the quizzes.

**DISCUSSIONS:** There are four opportunities for you to discuss topics with the instructor and the other students. Please do those as scheduled. They are worth 50 points each.

## **Other Course Requirements:**

Dates and deadlines are critical in the Supersite portion of the course. Make sure you keep up with the work. Study the textbook and work in the Supersite every single day. Do not put it off. Things happen to all of us. We get behind...the internet goes down; so, we cannot get the assignment done on time. Learning a new language is a cumulative process. Practice every day.

## **Student Responsibilities/Expectations:**

Be diligent in your daily study time. Submit work on time. Practice until you understand a point, then move on. Use the Supersite videos, tutorials, and other aids. The Supersite has tutorial presentations on each grammar point, flash cards for vocabulary practice and a multitude of other helps for the student. Find them and use them.

## **If you have questions**

Feel free to contact me by email or phone if you have a question about a concept or an issue in the course. I will respond within 24 hours and 48 hours on the weekend. Use your NTCC email account for regular communications with the instructor. That is NTCC's official form of communication.

## **Distance Classroom and Honesty:**

On each of the quizzes you must do your own work. You may use your textbook. However, I have set times for the quizzes that will not allow you to "shop for the answer" on Quizlet or some other similar service. If I see evidence of using a native speaker, a computer program, or a translation device I will give you a zero on that quiz. So, do not do any of those things. More on honesty later.

## **Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

## **NTCC Academic Honesty/Ethics Statement:**

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

## **ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic

Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

### **Family Educational Rights and Privacy Act (FERPA):**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

### **Other Course Policies:**

#### **HOW TO KEEP THE "A" YOU STARTED THE COURSE WITH:**

A synopsis of the parameters of this course.....what you must do.

1. Register your code into the Supersite and get used to that delivery system early.
2. Check into the Blackboard and the Supersite every day. Work ahead on practice assignments.
3. Do the discussions. Get involved. Get to know the other members of the class.
4. Do the practice exercises daily. Be ready for the quizzes, the tests. Watch tutorials.
5. Take the Vocabulary Quiz, 4 Grammar Quizzes and the one Lesson Quiz for each lesson.
6. When you sit down to take a Quiz, be prepared to finish it. Supersite will not let you leave and return.
7. I will use the TEAMS app to communicate with the class. It should be easy for you to follow.
8. There is a mid-term event in this course. You will need to video yourself completing an exercise.
9. Take the Multi-Lesson final exam on the Supersite.
10. Complete the Course Evaluation/send a notification to the instructor.

**NOTE to the WISE:** Collusion, cheating, or using a translation device on the Supersite Quizzes is STRICTLY prohibited. On the Supersite Tests, it is easy to cheat, get help from a friend, or otherwise take advantage of the situation. It is equally obvious that one is using special helps. Believe me, it really is easy. The instructor has the option to give a zero on any work that shows cheating/collusion. He has the option to fail you in the course if the situation continues.

Remember to check Blackboard for messages and the Blackboard grade book to review your progress in the course. You may get reports from the Supersite related to your grade on activities, and the actual Lesson Tests. I will manually transfer those Supersite grades to the Blackboard Grade Book at the end of each lesson.

*Te deseo mucha suerte en este curso.*