

**San José State University**  
**World Languages and Literatures**  
**Course #48347, SPAN 4A - Beginning Spanish (online)**  
**Section 80, Fall 2018**

**Course and Contact Information**

<b>Instructor:</b>	Aurelio Díaz-Ferreira
<b>Office Location:</b>	Clark Building 412J
<b>Telephone:</b>	Use email; phone is only checked twice a week: (408) 924-4022
<b>Email:</b>	<a href="mailto:Aurelio.DiasFerreira@sjsu.edu">Aurelio.DiasFerreira@sjsu.edu</a>
<b>Office Hours:</b>	By appointment (email for an afternoon appointment)
<b>Class Days/Time:</b>	(There are NO regular meetings times; exercises/exams are done online)
<b>Classroom:</b>	(There are NO regular meetings times; exercises/exams are done online)
<b>Prerequisites:</b>	(No prerequisites)
<b>Online <u>Plazas</u> course key:</b>	<i>PKEBN987</i>

**Online Course Format**

This class will not have regular meetings; students are to use a computer, connected to the Internet, to do all homework exercises and exams online, per the Calendar (below). Computer requirements include, besides a reliable connection to the Internet, functioning speakers for the exercises that require playing audio and video clips/files. It is also recommended that the student have more than one browser type (Mozilla, Chrome, Internet Explorer/Edge, Safari, etc.), in case one type fails on a few specific online exercises that require audio or video playback. Access to the online homework exercises and the online textbook pages will be through the Plazas website (see below for more instructions).

Students are welcome to use the computers in the computer labs on the first floor of Clark Building, in the WLL Media Center (Clark Building 208), in the MLK Library or any other facilities that offers computer lab access to students.

**Faculty Web Page and MYSJSU Messaging**

The online [Canvas learning management system](http://sjsu.instructure.com) ([sjsu.instructure.com](http://sjsu.instructure.com)) **will only be used to publish this syllabus, to get you started.** You are responsible for regularly checking your emails for any updates and reminders. **Ensure that your email address registered in [MySJSU](http://my.sjsu.edu) at <http://my.sjsu.edu> is active and valid.**

**Course Description**

This all-online beginning Spanish class will use the online textbook website [Plazas - Lugar de encuentros](https://hlc.quia.com/books) (<https://hlc.quia.com/books>), an innovative Spanish online program for students to understand basic Spanish for use in their community or place of work. It stresses the features of Spanish needed for everyday reading, writing, and listening, and it encourages students to apply their new knowledge in their daily lives. The program includes online textbook, workbook (eSAM "Activities"-electronic Student Activities Manual), and various other online resources to aid in the learning process.

**This class does not normally meet most General Education requirements**, and may not count toward any major. Check with your academic advisor for more details.

### Course Learning Outcomes (CLOs)

Upon successful completion of this course, students will be able to:

1. Develop elementary reading, writing, listening abilities in the Spanish language\*
2. Foster students' understanding and appreciation of Hispanic (Spanish-speaking) cultures
3. Be aware of the important role Spanish language plays today in the economy and society of the United States and of the Americas

\* NOTE: **Because this is an online class with no instructor-led regular lectures, you will have much more practice reading, listening, and writing.** For speaking practice, you are encouraged to periodically set up some time to practice conversation in Spanish with the instructor or classmates.

### Required Texts/Readings

#### Online Textbook and Workbook (eSAM)

Hershberger, Navey-Davis, Borrás A. *PLAZAS - Lugar de encuentros* (5th ed.) Thomson/Heinle  
(Instant Access book key required; see ordering information below)

- Requires "Instant Access" online Book Key/code for [Plazas](#) (formerly called Quia book key). This gives you access to the online textbook and online workbook/eSAM (electronic Student Activities Manual) exercises, assigned as homework per the Calendar (below)
- Besides the required online textbook pages and eSAM exercises, the book package includes an audio-enhanced eBook, Companion videos, and other supplementary info

### Ordering Information

Since the homework assignments (detailed in the [Plazas](#) website Calendar) will be done and submitted online, only the Instant Access (iLrn) online book key is required. This online book key will also give you online access to all the textbook and SAM (Student Activities Manual) pages, so you will have all the necessary grammatical, vocabulary, cultural explanations and readings, including the SAM exercises assigned as homework. The physical/print copy of the textbook may be useful for future reference, but is not mandatory for this class.

Order directly from the Cengage publisher's Microsite website:

<http://services.cengagebrain.com/course/site.html?id=2788167>

The three options available are detailed in this website:

1) *Custom ILRN Instant Access for Plazas 5e:180 days, 5th edition (NOTE: this option expires in 6 months) (This option will only last 6 months. Only select and purchase this option if you do NOT plan to take another semester. If you buy this option and plan to take SPAN4B, or SPAN 4A again, you will wind up paying more.)*

**AUTHORS:** Hershberger/Navey-Davis/Guiomar

**ISBN-10:** 1-305-82246-3

**ISBN-13:** 978-1-305-82246-7

\$93.00 (USD)

Again, this option above will only last **one** semester (6 months); only purchase this option if you absolutely do not intend to take another SPAN 4A or 4B class.

**OR**

**2) Printed Text + iLrn™; 4 term (24 months) Instant Access; 5th Edition**

**AUTHORS:** Hershberger/Navey-Davis/Guioimar

**ISBN-10:** 1-337-08740-8

**ISBN-13:** 978-1-337-08740-7

\$128 (USD)

If you prefer to have a physical copy of the textbook in hand, in addition to the online access, this is the best option for its value. This way, you can keep the print copy of the book for future reference. (Remember that the online access is good for 24 months.)

**OR**

**3) iLrn™ Language Learning Center; 4 term (24 months) Instant Access; 5th Edition**

**AUTHORS:** Hershberger/Navey-Davis/Borrás A.

**ISBN-10:** 1-305-65247-9

**ISBN-13:** 978-1-305-65247-7

\$120.00 (USD)

This gives you all the online access you need (online textbook/exercises/extra resources); online access will last 24 months.

To purchase, elect one of three choices above, by clicking on the option you wish to buy (to the right, click on the "Add to Cart" for the package you want). Then, go to "Secure Checkout" and "Create a New Account" to create a Cengage purchase account, and fill out all the requested purchasing information.

### **Other Information/Instructions**

**Getting Started - Accessing the Plazas online content** (after purchasing the iLrn Book Key code):

Below are instructions on setting up an account and registering into this Plazas program in order to access the textbook, assignments calendar, homework (eSAM/Activities) exercises, and other practice resources.

### **Creating a Heinle Learning Center Account (required, to access your online Textbook and eSAM)**

If you do not already have an HLC account, you need to create one. To do so, follow these steps:

1. Go to <http://ilrn.heinle.com> and click **LOGIN**.
2. Click the **Create account** button.
3. Select a username and password and enter your information, then click **Submit**.

**Note:** Remember your username and password, and be sure to select the correct time zone. Also, please enter a valid e-mail address so the password can be recovered if you forget it.

### **Entering the Book Key and Course Code (after creating an HLC account)**

Once you have your account username/password and are logged in, under your home page "My Workstation," enter the course code ( **PKEBN987** ) and also the unique online Book Key code that came with your package. Click on "Go" when done. You should be able to see this class ("SPAN 4A - Beginning Spanish - F'18 - Aurelio Dias-Ferreira").

### **Plazas Technical Support/Tips**

For technical support with the Plazas account or incompatibility issues, please contact a Cengage/Heinle publisher rep: [1-800-354-9706](tel:1-800-354-9706) or <http://www.cengage.com/contact/>.

Before contacting for help, where applicable, try a different computer or computer type (Mac, PC, etc.) or a different browser type (Internet Explorer, Mozilla Firefox, Google Chrome, Mac Safari, etc.). Also, try rebooting the computer once to see if the technical problem clears itself. Doing this will help narrow down the technical issue for the technical support team. Also, for the audio/video exercises, please test out your audio/video player ahead of time (before or while you are doing the homework). Ensure you can hear the sound during playback for the exams.

## Course Requirements and Assignments

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of 45 hours for each unit of credit (normally three hours per unit per week), including reading the textbook pages in preparation for the course activities, completing assignments, and so on. More details about student workload can be found in [University Policy S12-3](http://www.sjsu.edu/senate/docs/S12-3.pdf) at <http://www.sjsu.edu/senate/docs/S12-3.pdf>.

### Required Check-in

Although there are no regular meetings, you must send the instructor an email or drop by the instructor's office for a brief introduction (who you are, why you are taking this class, what your knowledge of Spanish is so far, if you want to remain in the class, etc.). Many students never check in, never do any work throughout the semester, and consequently will receive a failing grade at the end of the semester. **Please initiate this brief introductory communication with the instructor by August 31st.**

### Homework (online WB and LM "Activities" from eSAM):

For each chapter, there will be Workbook (WB) and Lab Manual (LM) online "Activities"/exercises, to be done and submitted via the the Plazas website ( <http://hlc.quia.com/books> ). For full homework credit for each chapter, you need to complete at least 90% of the questions (i.e. on average, you can skip 1 out of every 10 questions, but it is recommendable that you skip those few online exercises that may be giving you technical/audio/video difficulties). Do not skip any homework chapters (i.e. for SPAN 4A, you are expected to work on the assigned WB and LM exercises for chapters P, 1, 2, and 3). **Do not procrastinate; do not do your homework too close to the due date.** Although the homework is due the day before you can take the exam, you should still do your homework a little at a time, as you progress through the chapter. Do not leave the homework or your studying for the last day.

### Exams:

Spanish 4A (beginning/1st-semester) will cover Capítulos/Chapters: P (Preliminar), 1, 2, 3. There will be four exams in the semester, to assess that you have learned the proper vocabulary, language structures (grammar), overall reading/listening comprehension, and basic writing, as well as some general cultural facts (all focused on the chapter's material). There will also be a cultural interview or written reflection on an article (details will be sent midway into the semester).

All exams, like the homework exercises, are accessible online from the Plazas website: sign in at: <http://hlc.quia.com/books>. Each chapter exam will be somewhat cumulative, with much emphasis on the new material from the chapter you are currently on. **Although the lowest chapter exam score will be dropped, students should still take all exams and must not skip any homework chapter.**

All exams can be taken online from any reliable Internet connection OR can be take in the World Languages & Literatures (WLL) Media Center, Clark Hall 208, during its hours of operation. Chapter exams are to be taken on the dates indicated at the bottom of this greensheet. **Do your own work throughout the semester;** the instructor can usually tell if the submitted work was done by a student with higher mastery in the language.

### Extra Credit:

There will be a brief (5 minute) optional, extra credit oral/interview exercise (for up to 1% extra per chapter, added to your final grade). It will include a few practical questions from the material presented in the chapter. Contact the instructor to get sample questions ahead of time. You must set up an appointment with the instructor to do this oral interview.

Additionally, you can optionally type an essay (of one double-spaced page, for up to 1% extra per chapter, added to your final grade). It must be in Spanish, and on an instructor-approved cultural topic related to each covered chapter. The essay must include a (a) summary of the topic and main ideas, (b) personal opinion/reaction and, if applicable, suggestions for improvement related to the topic. You must get the topic approved by the instructor beforehand.

### Final Examination or Evaluation

Failure to take the Final Exam will result in an F in the course. Also, any form of cheating on the exams will also constitute in a failed grade for the class. Final exam date and time is indicated at the bottom of this greensheet.

### Grading Information

This is a letter-graded course. Credit/No-credit option is allowed for only some students (See the Schedule of Classes and/or talk to your academic advisor).

The final grade will be calculated according to the work done on exams and assigned online homework exercises (all taken on the *Plazas* website, due by the dates on the Calendar):

- Four exams: Preliminar, 1, 2, 3 (done online): 45 points (%)  
(The lowest of the four will not count)
- Final cumulative exam score (done online) 20 points (%)
- Workbook/Lab Manual Homework (done online) 25 points (%)
- Reflection paper on article OR Cultural interview (submit by email) 10 points (%)  
(Details given halfway into the semester)
- TOTAL 100 points (%)
- + Extra Credit (oral & written) max. extra: 8 points (%)

Note that “All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades.” See [University Policy F13-1](http://www.sjsu.edu/senate/docs/F13-1.pdf) at <http://www.sjsu.edu/senate/docs/F13-1.pdf> for more details.

### Grading scale:

94 - 100% A	89 - 87% B+	79 - 77 C+	69 - 67% D+	59 - 0% F
93 - 90 % A-	86 - 84% B	76 - 74 C	66 - 64% D	
	83 - 80% B-	73 - 70 C-	63 - 60% D-	

At any time throughout the semester, you can **email the instructor to ask about your current grade.**

## Class Protocol

For this online class, you are expected to keep up with the due dates, per the Calendar (below), and to email the instructor if you need help. As with any class, do not engage in any dishonest conduct, such as having a native speaker do any work for you. Keep in mind that the instructor can usually tell if someone else, with more knowledge of more advanced grammatical forms, is being used to do the class work for you.

During the online exams, you may use the book or a brief cheatsheet to quickly check over some detail, but keep in mind that there is not much time to check over your answers. Also, use caution to not close the window or leave the computer unattended for long, as the online exam may time out. At the end of the exam, you must click on Submit button (do not assume it will automatically submit the exam for you).

## University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>"

## SPAN 4A, Beginning Spanish Online, Fall 2018, Important Dates

### Course Schedule - important due dates

Brief check-in with instructor	Email instructor with a brief intro by Aug. 31st Note: Last day to drop: Aug. 31st
Chapter/Capítulo Preliminar	Take exam online Sept. 7th, 8th, or 9th
Chapter/Capítulo 1	Take exam online Oct. 5th, 6th, or 7th
Chapter/Capítulo 2	Take exam online Nov. 2nd, 3rd, or 4th
Write-up (Cultural Project)	Submit in Canvas the week of Nov. 26th
Chapter/Capítulo 3	Take exam online Nov. 30th, Dec. 1st, or 2nd
<b>FINAL EXAM (cumulative) / EXAMEN FINAL (cumulativo)</b>	Cumulative final (chapters P, 1, 2, 3) Take final exam online, at anytime, between Dec. 11th and Dec. 18th All extra credit is due by Dec. 18th