

Span 102  
4 Credit Hours  
Letter grade

**Course title:** Elementary Spanish 101

**Department:** Spanish

**Revised date:** Summer 2017

**Instructor:** Enrique Muruato

**Home phone:** 573-480-4417

**E-mail:** emuruato@centralmethodist.edu

**Office days/hours:** Mon-Wed by previous appointment, 3-5 p.m.

**Course description:** This is an introduction to contemporary Spanish including oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to Spanish culture. No prior Spanish is required. Students may test out of this course only through the authorized College-Level Examination Program (CLEP) test. 4/12

**Course goals:** Spanish 102 provides the **follow up** of the Spanish language level . This course focuses on **continuation** of the learning basic speaking, reading, writing, and listening comprehension skills in Spanish; fostering self-confidence in speaking Spanish; and cultivating an appreciation for Spanish-speaking cultures throughout the Americas and the Iberian Peninsula.

**Course objectives:**

- The goals of the of this course are to enable students to do the following in Spanish:
- **Engage in conversation** to provide and obtain information.
- **Express feelings, emotions and opinions** in spoken, written, and oral Spanish
- **Understand and interpret written and spoken Spanish** on a variety of topics.
- **Pronounce Spanish with accuracy** to maximize your ability to be understood by native Spanish speakers and non-native Spanish speakers
- Appreciate the practices and perspectives of the cultures of the Spanish-speaking world, including the United States .
- Use Spanish within and beyond the classroom setting .

**Required texts:** *Puntos de Partida*, Mc Graw Hill Ninth Edition

(ISBN=978-0- 07-338541-9)

Workbook volume # 1 (ISBN) 1 0077511751

**Recommended:** Audio CD volume # 1 ( ISBN) 0077511670

(Optional but helpful to students with no solid Spanish background in completing homework on the workbook listening section to get extra points)

**Attendance policy:** In order for an absence to be excused, you must turn in a written excuse from your legal case or doctor's appointment the day of your return to class. If you have a

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situation that arises suddenly and will prevent you from coming to class, contact me via email as soon as possible regarding your situation.

Please arrange your doctor's or nurse's appointments out of the schedule exams. **Regardless of notifying me via email, the rules regarding excused absences still apply.**

After your 3<sup>rd</sup> excused absence, you will not receive participation points for that day. Whether your absence is excused or unexcused, you are responsible for finding out from classmates what materials were covered in class.

**Last day to withdraw (grade of W):** November 13, 2014

Evaluation of student performance: Student performance will be based on correctness of grammar and spelling, pronunciation and use of vocabulary.

**Calculation of final grade:**

1) Attendance & Every/Day Participation	20 %
2) Homework & Skits (oral Presentation	30%
3) Exams* .....	(50% each )
4) Final Exam.....	(Same value 50%)*
<b>Total</b>	<b>(=100%)</b>

**Missed evaluations:**

**You will only be allowed to make up a missed quiz or exam if you have an excused absence.**

No more than **three** nurse or medical excuses will be accepted.

There will be no make up quizzes or exams for unexcused absences from class.

**Retesting:**

In the event of an initial grade of F, students eligible for retesting are offered a retest in the failed subject(s) according to the retesting schedule, in order to demonstrate the required competencies and earn a minimal passing grade. Students are expected to study prior to the retest to strengthen deficient knowledge and competencies. Students should consult with appropriate academic departments during their preparation for retesting exams. If the retest is passed, the resulting final course grade of (FC-). A student who fails the retest receives a final grade of F. In many cases the study and retesting period coincides with recess time available to those students who have passed all courses. Students are advised not to make prior commitments (especially financial) on the presumption of free time which may not occur. Students are expected to be aware of the numbers of retests they are eligible to take per semester/year and the consequences of failing numbers of courses greater than the number of retests permitted according to current policies.

**Student Responsibilities:**

- Be seated and ready to start class promptly at the beginning of the class period
- Turn off and put away cell phones—these are not to be seen or heard during class
- Attend class every day
- For every class you will need:
  - The textbook
  - Any assignments done outside of class that are due in class

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- Writing materials (notebook, pens, pencils) for taking notes in class and completing in-class assignments
- Be an active listener: when the professor and other students are speaking, listen attentively
- Be an active participant: come to class ready to participate when called upon by the professor and when asked to do activities in class
- Complete all assigned readings before coming to class
- Bring any assignments due to class on the date they are due, ready to turn in at the beginning for the hour

### **Additional Required Procedure for All Courses: Mandatory Course Evaluation**

All students are required to complete the online, anonymous student evaluation for each course within 5 days after the end of the course (final exam or other assignment) in order to have the earned grade entered on their academic record. After 5 days any students who have not done so will receive a grade of INC until they do so. The INC grade expires after 30 days and becomes an F, subject to all applicable policies including remediation, which will consist of completion of the evaluation.