

**DEPARTMENT OF MODERN LANGUAGES  
AND CULTURAL STUDIES**

<https://uofa.ualberta.ca/modern-languages-and-cultural-studies>

**2021-2022 SPAN 111 A2-A8, X01: Beginners' Spanish I  
(Fall term)**

**Course Coordinator: Dr. Xavier Gutiérrez**

Instructor: xxx

Office: xxx

Telephone: xxxx

E-mail: xxx

Personal Website: xxx

Time: xxx

Place: xxx

Office Hours: xxx,  
or by appointment

Course Website: xxx

**Bachelor of Arts / Major in Modern Languages and Cultural Studies:**

<https://www.ualberta.ca/modern-languages-and-cultural-studies/undergraduate-program-information/prospective-undergraduate-students>

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**Course Prerequisite:** None

It is your responsibility as a student to ensure that you have the appropriate prerequisites for the course.

**Technology requirements (minimum):**

In order to complete the asynchronous, self-study portion of this course, you need a computer, laptop or mobile device and a dependable internet connection that allows you access to the course's learning management system.

It is your responsibility as a student to ensure that you have the appropriate technology for the course.

**Experiential Learning Component**

this course has a significant experiential learning component (15% or more of the course grade)

**Course-based Ethics Approval** in place regarding all research projects that involve human testing, questionnaires, etc.?

Yes             No, not needed

**Past or Representative Evaluative Course Material Available**

Exam registry – Students' Union

<http://www.su.ualberta.ca/services/infolink/exam/>

See explanations below

Document distributed in class

Other: Sample exam can be found on the eClass site for the course

NA

**COURSE DESCRIPTION AND OBJECTIVES:**

Intended for students with no previous knowledge of the language and designed to lead to a working knowledge of spoken and written Spanish with a focus on listening, reading, speaking, writing, and intercultural competence. Note: not to be taken by students with native or near native proficiency, or with Spanish 30 or its equivalents in Canada and other countries.

The objective of this course is to develop basic proficiency in Spanish. To do so, we will get you to use Spanish as much as possible because this is the most effective way to learn a language. Thus, the course places a strong emphasis in the development of your communicative ability in relation to the four skills of speaking, listening, reading and writing. All aspects of language (e.g., vocabulary, structures, etc.) will be presented and used within specific communicative situations and the goal is for you to carry out activities and tasks using the language you have learned.

#### Learning outcomes:

By the end of this course, successful students will be able to:

- understand and use familiar everyday expressions and very basic phrases
- introduce themselves and others and ask and answer questions about personal details
- interact with others about familiar topics in a simple way
- understand simple oral and written texts
- recognize and describe some cultural aspects of the Spanish-speaking world

Learning a language is a complex, long-term and highly rewarding process. It is important that you identify your own motivations and objectives in undertaking this course. This course requires regular attendance, participation and effort, as well as constant review and practice in and out of class. It is also important for you to explore the ways in which you learn best and to find opportunities for outside practice according to your interests. The strategies you develop for dealing with spoken and written language are as important to communication and language acquisition as is your knowledge of the language itself. Your constant personal involvement both in and out of class will be essential to your success.

**Course Format:** The learning outcomes for this course will be achieved through a combination of instructor-led presentations, group, pair and individual work, assigned readings and other audiovisual materials.

#### **TEXTS AND MATERIALS:**

##### Required:

Martín-Peris, E. & Sans-Baulenas, N. (2013). *Gente Hoy 1*. Libro del alumno + CD. Barcelona: Difusión.

Martín-Peris, E., Martínez-Gila, P. & Sans-Baulenas, N. (2013). *Gente Hoy 1*. Libro de trabajo + CD. Barcelona: Difusión.

Premium access code for additional materials on <http://campus.difusion.com>

Note: Both books + premium access code are sold as a package at the [bookstore](#). Alternatively, you can purchase the standalone premium access code through the [bookstore](#) or through [Campus Difusión](#) (See details on eClass).

##### Recommended:

Alonso-Raya, R. et al. (2009). *Students' Basic Grammar of Spanish*. Revised English edition. Barcelona: Difusión.

Spanish/English Dictionary:

*Wordreference* <http://www.wordreference.com> has two free Spanish-English dictionaries: the *Collins Spanish Dictionary* (8th edition) and Wordreference's own bilingual dictionary. It also provides free consultation of the *Diccionario de la Lengua Española* (Espasa Calpe, 2005) and the *Diccionario de Sinónimos y Antónimos* (Espasa Calpe, 2005). There is even a Spanish verb conjugator!

### Additional Course Fees

Yes  No

### Important Dates: [See Academic Schedule in current Calendar](#)

First Day of Class: September 1, 2021

Add/Delete Date: September 15, 2021

50% Withdrawal Date: October 4, 2021

Withdrawal Date: November 30, 2021

Last Day of Class: December 7, 2021

Final Exam Date: December 18 2021 @ 9:00am (see [Exam planner](#) )

Date of Deferred Final Exam (if applicable): TBD (*Please consult the following site: [Academic Regulations - University of Alberta - Acalog ACMS™ \(ualberta.ca\)](#)*)

Deferred Final Examination: For information on how to apply for a deferred exam see [“I Missed my Final Exam, Now What?”](#)

### Components of Course Grade (see “Explanatory Notes”):

Self-paced study (Lab + Homework)	10%	
Participation and attendance	10%	
Tasks	20%	
Midterm exam	15%	Oct. 20
Oral exams (midterm 10%; final 15%)	25%	Nov. 3; Dec. 1 & 3
Final exam	20%	Dec. 18 at 9:00am

### EXPLANATORY NOTES ON ASSIGNMENTS:

#### **Self-paced study (Lab + Homework) 10%**

A significant component of this course entails students working on their own with the online materials housed on the eClass site of the course. These materials consist of activities to review what you learned the day before and preparation tasks for the following day. In addition to the online materials, homework may also include other small assignments at the instructor’s discretion. It is very important that you complete the activities assigned to each day prior to the next class so that you are prepared and so that you can make the most of in-class time.

Therefore, students are expected to complete this work on a regular basis. Do not expect your instructor to go over material in class again because you did not complete the online activities. Any incomplete assignment will receive a grade of zero and may result in the loss of points in the self-paced study component of the course.

#### **Participation and attendance 10%**

Regular daily attendance and active participation in class are essential for optimal performance in a foreign-language course. In-class participation includes not only evidence of individual preparation and attention, but also contributing to group work. You are also expected to attend class regularly and punctually. Attendance will be recorded on a daily basis. If you miss a class, it is your responsibility to make up work and learn the missed material. Students are encouraged to communicate with other students (or with the instructor by email or in office hours) to keep up with missed classes. Do not expect your instructor to go over material in class again because you were absent. Please be aware that unexcused absences will negatively impact your

participation grade (see notes on attendance below). The instructor expects students to have read and completed the relevant self-study materials before coming to class.

**Tasks 20%**

Each unit entails the completion of one or more tasks, which may consist of written assignments or oral presentations to be done individually or in group. The total weight of the tasks is 20% of the total grade of the course, but each individual task will not weight more than 5% of the total grade of the course. Specific details about the tasks and due dates will be discussed in class.

**Midterm exam 15%**

This exam will assess some or all of the skills and components practiced during the course: vocabulary, listening and reading comprehension, writing, grammar, and culture. No dictionary or other material or electronic devices are permitted during the exam. Further details regarding content and format will be discussed in class. The exam will be on October 20.

**Oral exams 25%**

Students will be required to participate in an oral midterm exam and an oral final exam designed to assess students' communicative competence in the language. The oral exams may be in the format of a video recording, a short conversation or an oral presentation, and may be done individually, in pairs or small groups. The short conversation and oral presentation formats may take place outside of class time. The oral midterm exam will be on November 3 and it is worth 10% of the grade. The oral final exam will be on December 1 & 3 and it is worth 15% of the grade. Further details about the format will be discussed in class.

**Final exam 20%**

The final exam will assess some or all of the skills and components practiced during the course: vocabulary, listening and reading comprehension, writing, grammar, and culture. No dictionary or other material or electronic devices are permitted during the exam. Further details regarding content and format will be discussed in class. The final exam is scheduled on December 18.

**ATTENDANCE, ABSENCES, AND MISSED GRADE COMPONENTS**

Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections [Attendance](#) and [Examinations](#) of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

Deferral of term work is a privilege and not a right; there is no guarantee that a deferral will be granted. Misrepresentation of facts to gain a deferral is a serious breach of the [Code of Student Behaviour](#).

**In this course**, participation is an essential component; therefore, students are expected to attend class daily, be prepared to interact in Spanish in a variety of situations, keep up with the material, complete and hand in assigned homework, and take exams on the scheduled date.

**a. Excused absences** are not automatic; therefore, in cases of potentially excusable absences (emergency conditions, incapacitating illness, religious convictions or legitimate University-related business), students may apply for an excused absence for missed classes, term work, or exams. Please note:

- For an absence to be considered excused, instructors will request adequate documentation to substantiate the reason for the absence (i.e. in the form of a “Medical Declaration Form for

Students” <https://uofa.ualberta.ca/arts/-/media/arts/student-services/documents/medicaldeclarationformforstudents.pdf>). Please, note that a “Statutory Declaration” submitted at the end of term covering multiple absences during the term will not be accepted.

- A student must inform the instructor within two working days following the class which was missed, or as soon as the student is able, having regard to the circumstances underlying the absence.
- For missed exams or term work, **no extension will be given after this deadline has elapsed and a grade of ZERO will be assigned.**
- For absence from a **final exam**, students may apply for a deferred exam: [Academic Regulations - University of Alberta - Acalog ACMS™ \(ualberta.ca\)](#). Deferred examinations cannot be granted by instructors.
- For an excused absence where the cause is religious belief, a student must contact the instructor(s) within two weeks of the start of Fall or Winter classes; and within three days of the start of Spring or Summer classes.
- **No request for make-up for missed work or exams will be considered without proper documentation.**
- Providing any kind of document(s) does not imply an automatic approval; it will be at the discretion of the instructor to accept or decline a document and/or grant the student’s request for an excused absence.
- For further explanation regarding absences that may be excusable and procedures for addressing course components missed as a result, consult the [Attendance](#) section of University Calendar.

**b. Unexcused absences.** Each student is **allowed two unexcused absences for the entire term.** This does not include days on which assignments are due or when an exam or test is given. **For any unexcused absence beyond the allotted two, two points out of the ten total points will be deducted from the student’s participation and attendance grade.** In addition, a **grade of ZERO** will be given for any exams, quizzes, or assignments that are not handed in or completed as a result of an unexcused absence.

#### **Policy for Late Assignments:**

- Students should be aware that **under no circumstances will homework assignments, quizzes, compositions, and/or written and/or oral exams/presentations be made up unless special arrangements have been made with the instructor prior** to the due date or the exam date.
- Formal **written** documentation will be required for an excused absence.
- Under **no circumstances** will the MLCS main office (Arts 200) receive work from students on behalf of instructors.

#### **REQUIRED NOTES**

Policy about course outlines can be found in the [Evaluation Procedures and Grading System](#) of the University Calendar.

#### **Student Responsibilities:**

##### ***Academic Integrity:***

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the [Code of Student Behaviour](#) and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All students should consult [the Academic Integrity website](#). If you have any questions, ask your instructor.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the [Academic Discipline Process](#).

***Language and Translation Courses: delete this section if not applicable***

Students involved in language courses and translation courses should be aware that the use of on-line translation to complete assignments constitutes a form of cheating as the student's own understanding and work is therefore not reflected. Also, students in language courses should be aware that, while seeking the advice of native or expert speakers is often helpful, excessive editorial and creative help in assignments is considered a form of cheating that violates the [Code of Student Behaviour](#).

***Recording of Lectures:***

Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

***Disclaimer:***

Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

**Student Resources:**

The best all-purpose website for student services is: <https://www.ualberta.ca/current-students>.

[The Academic Success Centre](#) provides professional academic support to help students maximize their academic success and achieve their academic goals. We offer appointments, advising, group workshops, online courses, and specialized programming year-round to students in all university programs, and at all levels of achievement and study.

They also administer the University of Alberta's [Duty to Accommodate procedure](#) for students and works with students, instructors, campus units, Faculties and departments, community and government agencies, and on and off-campus service providers to coordinate students' disability-related accommodation needs for participation in university programs.

For general information and to register for services visit the [Academic Accommodations](#) webpage.

[The Centre for Writers](#) offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

[The First Peoples' House](#) provides an environment of empowerment for First Nations, Métis, and Inuit learners to achieve personal and academic growth.

[Health and Wellness Support for Students](#) outlines available mental and physical health resources that are offered on-campus and in the community.

[The Office of the Student Ombuds](#) is a confidential service that strives to ensure that university processes related to students operate as fairly as possible. We offer information, advice, and support to students, faculty, and staff as they deal with academic, discipline, interpersonal, and financial issues related to student programs.

**Learning and working environment:**

The Faculty of Arts is committed to ensuring that all students, faculty and staff are able to work and study in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment.

It is the policy of the University of Alberta that sexual violence committed by any member of the University community is prohibited and constitutes misconduct. Resources and more information can be found at <https://www.ualberta.ca/campus-life/sexual-violence>

The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

Policy about course outlines can be found in the [Evaluation Procedures and Grading System](#) section of the University Calendar.

**GRADING**

Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, [Evaluation Procedures and Grading System](#)). The University Grading Procedure mandates that "a student's level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" (<https://policiesonline.ualberta.ca/>). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

**“MLCS Undergraduate Grading Scale”**

Descriptor	Letter Grade	Grade Point Value	%
<p><b>Excellent.</b> A+, A or A- is earned by work which is superior in content and form and demonstrates an exceptional grasp of the subject matter. The grade of A+ designates work that far exceeds course expectations. Grades in the A range are normally achieved by a small number of students.</p>	A+	4.0	<b>95-100</b>
	A	4.0	<b>90-94</b>
	A-	3.7	<b>86-89</b>
<p><b>Good.</b> B+, B or B- is earned by work that demonstrates a thorough comprehension of the course material and a good command of relevant skills. Grades in the B range are normally achieved by the largest number of students.</p>	B+	3.3	<b>82-85</b>
	B	3.0	<b>75-81</b>
	B-	2.7	<b>70-74</b>

<p><b>Satisfactory.</b> C+, C or C- is earned by work that demonstrates an adequate grasp of the course material and relevant skills. Grades in the C range designate work that has met the basic requirements of the course.</p>	C+	2.3	<b>66-69</b>
	C	2.0	<b>61-65</b>
	C-	1.7	<b>58-60</b>
<p><b>Poor/Minimal Pass.</b> D+ or D is earned by work that demonstrates minimal familiarity with the course material. Grades in the D range generally indicate insufficient preparation for subsequent courses in the subject matter.</p>	D+	1.3	<b>55-57</b>
	D	1.0	<b>50-54</b>
<p><b>Failure.</b></p>	F	0.0	<b>0-49</b>

### ADDITIONAL INFORMATION:

#### Placement

1. All students registered for Span 111 are required to complete the “Prerequisite check”, found on the eClass site of this course, no later than September 8. (Instructions will be provided in class)
2. Span 111 is an introductory course intended for students with no previous knowledge of the language and it is not to be taken by:
  - Students with native or near native proficiency, heritage-speakers and/or those for whom it is their first language – those who have one or more parents who are Spanish speakers; or
  - Students with credit in SPAN 100, or with Spanish 30 or its equivalent in Canada and other countries.
3. All other students with previous knowledge of Spanish (e.g., Spanish 10, Spanish 20, or equivalent) are required to take a placement test.
4. For information on placement, please visit our website: <https://www.ualberta.ca/modern-languages-and-cultural-studies/undergraduate-program-information/undergraduate-placement/index.html> - Spanish Placement Test or contact the Spanish language coordinator, Dr. Xavier Gutiérrez, at [xavier.gutierrez@ualberta.ca](mailto:xavier.gutierrez@ualberta.ca)
5. Students who have been granted permission by Dr. Gutiérrez to take this course must provide written documentation to their instructor stating such approval (i.e. forwarded email from Dr. Gutiérrez).
6. The Department will withhold credit from students completing courses for which prior background is deemed to make them ineligible. Should such a student register in the course, credit will be withheld. Any student who has questions or concerns regarding eligibility is asked to contact the Spanish language coordinator, Dr. Gutiérrez – [xavier.gutierrez@ualberta.ca](mailto:xavier.gutierrez@ualberta.ca) – and NOT their instructor.

#### Consultation with instructors

Students are encouraged to consult their instructors regarding any concerns they have about the course content, the structure of the course, or their personal progress. Please, note that students are responsible for any notes or material from any class missed. Do not contact the course instructor or the Spanish language coordinator in this regard.

#### Use of Spanish

This is a Spanish course, therefore it will be taught in Spanish. However, the instructor may occasionally use English if it is deemed pedagogically appropriate. Furthermore, to benefit from

this course and to acquire a greater understanding of the language, students are expected to speak Spanish as much as possible in class.

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