COURSE INFORMATION

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COURSE DESCRIPTION

Spanish 1410 is designed to introduce students to the Spanish language and Hispanic cultures for the purpose of developing students’ skills in communication across personal, cultural, ideological, and national boundaries. Students will develop the four different language skills: speaking, listening, reading and writing through targeted online exercises and independent Spanish language practice and communicative tasks. Spanish 1410 is delivered online through electronic correspondence.

Students are required to submit all graded assignments online. Spanish 1410 is the first course of a four-course sequence (1410, 1420, 2310, and 2320) which leads to the fulfillment of the foreign language requirement and may also lead to a minor or major in Spanish. Upon successful completion of this course you will be able to perform a variety of basic communicative tasks using accurate Spanish pronunciation, vocabulary and grammar structures. Students are strongly advised to seek opportunities for Spanish language practice independently for the duration of this course for the purpose of reinforcing basic speaking and listening proficiency in the Spanish language. There are no prerequisites for this course.

REQUIRED LEARNING MATERIALS

   ISBN: 9781323138632


Important Textbook Information:
- MySpanishLabPlus Access Code is included with your textbook package when purchased from the Texas State University Bookstore. You may also purchase an ebook and Access Code directly from the publisher through a link that will be provided in MySpanishLabPlus when you attempt to view your e-Text or open any assigned activities or quizzes for the first time.
- Access Codes sold by other vendors will not work for this course.
- The textbook and access code required for this course will also be used for SPAN 1420 Beginning Spanish II.
COURSE POLICIES

Grades

Grades for all Chapter Lessons Work Due will be updated in your TRACS Gradebook no later than 5 working days after receipt of your request to finalize chapter grades. Grades and/or substantive feedback and comments for your Midterm and Final Exams, Oral Assessments and TRACS Forum posts, will be provided within 5 working days. Students in this course may submit no more than two assignments each week.

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<th>TRACS Work Due &amp; MySpanishLabPlus Assignments</th>
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<th>Exams</th>
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<tr>
<td>MySpanishLabPlus Chapter Activities</td>
<td>30%</td>
<td>Midterm Exam (Chapters 1, 2 &amp; 3)</td>
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<td>MySpanishLabPlus Chapter Quizzes (3)</td>
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<td>Final Exam (Chapters 4, 5 &amp; 6)</td>
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<td>Learning Commitment &amp; Overview Quiz</td>
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Final Grades will be calculated as follows:

- 90 - 100 = A
- 80 - 89.9 = B
- 70 - 79.9 = C
- 60 - 69.9 = D
- 0 - 59.9 = F

Exams

Two exams are required: a Midterm Exam covering material from Chapters 1, 2 & 3 and a Final Exam covering Chapters 4, 5 & 6. Exams will cover topics outlined in your chapter lesson objectives and content will be drawn from the assignments, resources and practice exercises included in your chapter lessons, textbook and MySpanishLabPlus activities and quizzes.

The following competencies will be assessed:

- Listening and reading comprehension
Vocabulary range
Grammar and writing accuracy

Before requesting an exam, all assignments in the following categories for the 3 chapters included in the test must be completed with chapter grades finalized by your instructor:

- Required Prep Work
- MySpanishLabPlus Chapter Activities and Quizzes
- Oral Assessments
- Chapter Lessons Work Due (including Forums, Oral Activities, etc.)

A link to request your Midterm and Final Exam will be provided at the end of Chapter Lesson 3 and Chapter Lesson 6, respectively.

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**Required Prep Work**

Required Prep Work includes readings, practice activities and other course material that must be reviewed/completed, along with MySpanishLabPlus activities, prior to attempting any graded assignments listed in your chapters’ “Work Due” sections. Failure to keep up with these required activities will impact your ability to practice the vocabulary and grammar concepts that will be included in your graded assignments and exams.

Regular speaking and listening practice are essential for success in all university-level Spanish courses. This is particularly important for this online correspondence course.

*Exercises included in the “Required Prep Work” section of your Chapter Lessons are not graded, but they are essential and must be completed in order to reinforce the skills that will be assessed in your graded assignments.*

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**TRACS Work Due & MySpanishLabPlus Assignments**
This section of your Chapter Lessons lists all the assignments you will submit for grading in each chapter. These assignments include TRACS Forum Assignments, Oral Assessments and MySpanishLabPlus activities and Quizzes.

**Oral Assessments**

Your oral proficiency will be evaluated in 2 Oral Assessments. These assignments, along with detailed instructions can be found in the Work Due sections of Chapter Lessons 2 & 5. A microphone will be required. Your performance in Oral Assessments will demonstrate specific verbal competencies as outlined in the Oral Assessment Rubric. Please follow these guidelines:

- **Reading out loud written/scripted responses will not be accepted**: do not write out your responses and read them out loud for your audio recording. Oral Assessments are designed to measure your ability to speak Spanish naturally in the same way that language is spoken in “real-life” situations: unrehearsed and spontaneously. The process of speaking spontaneously is very different and requires different skills from those required when reading written text out loud.

- **Submissions that include inaccurate literal translations, advanced grammar structures and/or vocabulary not covered in this course will not be accepted**. This often indicates heavy use of online translators, i.e., Google Translate; this is not allowed. Using these tools for Oral Assessments is not acceptable and will impact your grade negatively.

- **Total accuracy and perfection in pronunciation are important, but they are not the primary objectives of these assessments**. Your grade will be calculated according to the overall fluency and intelligibility of your spoken responses.

- **You are expected to speak your responses as accurately as possible using the vocabulary that has been covered in this course**. Genuine attempts to exercise the expressions that you have learned/are learning in the course will be viewed more favorably than lengthy, scripted responses. Please keep this in mind before submitting your audio recordings.

- **Oral Assessments aim to simulate natural, conversational speech**. This means that you may stumble with your pronunciation or use the wrong word, as is common in conversational speech. Making mistakes is natural and encouraged! Try not to be intimidated by this part of the language learning process. Don’t get stuck! If you can’t think of a word or are unable to
pronounce it accurately, use an expression like “no sé cómo se dice…” and move on to the next question. *The key is to be spontaneous, keep things simple and clear, and don’t get stuck!* 😊

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**MySpanishLabPlus**

MySpanishLabPlus is the online language lab that accompanies your textbook, *¡Arriba! Comunicación y cultura*. MySpanishLabPlus Chapter Activities will be assigned in every chapter covered in this course. Chapter Quizzes will be assigned for chapters 1, 3 & 5.

**How to Register for MySpanishLabPlus:**

1. Login to your SPAN 1410 TRACS site.
2. Click on the chapter lesson you would like to complete. Chapter Lessons (numbered 1-6) are located along the left side of your TRACS site.
3. Scroll down to the *Work Due* section of the chapter lesson, then click the gray button pictured below:

   ![Open MySpanishLabPlus](image)

   - This button will open MySpanishLabPlus in a new window. This is where you will complete all assigned MySpanishLabPlus activities and quizzes for each chapter.
   - You are pre-registered in MySpanishLabPlus, but you will need to purchase an Access Code in order to open any assignments in your online language lab.
   - *The only way to open MySpanishLabPlus is by clicking the gray button (pictured above) in your TRACS Chapter Lessons. You will not need to create a separate login to access your online language lab.*

4. In MySpanishLabPlus, you will be prompted to provide your Access Code before you can open the e-text or complete any Work Due assignments. You will see the screen below:
– Select “Access Code” if you have already purchased your textbook/Access Code from the University bookstore and type in the Access Code included in your textbook bundle.

– Select “Buy Now” if you would like to purchase the e-text and Access Code from the publisher at this time.

– Select “Pay Later” to receive a temporary access code (valid for 14 days). You will have access to all your activities, quizzes and e-text with the temporary code. You will be required to purchase the code after 14 days when the temporary access code expires. This temporary code can only be redeemed once.

**How to Submit MySpanishLabPlus Chapter Activities and Quizzes:**

All assigned activities and quizzes for each chapter can be found in the Work Due: Chapter Activities and Quizzes folders (pictured below):
MySpanishLabPlus Chapter Activities

- **Chapter Activities** may be repeated an unlimited number of times; you should always attempt each activity as many times as needed to score 100%
- Only the highest score for each activity will be recorded

MySpanishLabPlus Chapter Quizzes

- **Chapter Quizzes** will be included in your MySpanishLabPlus Chapter Activities folders for chapters 1, 3 & 5.
- Quizzes may be attempted three times. Each time you open the quiz, even if no questions are answered, will be counted as one attempt.
- Additional attempts will not be granted if your Chapter Quiz is interrupted and/or progress is lost due to weak or unstable wireless Internet connections.
– Be sure to complete your quiz after you begin an attempt, the quiz will close due to inactivity after a few minutes and your progress will be lost.
– Be sure to submit your answers. Answers that are saved, but not submitted will not be graded.
– The highest score will be recorded

**Finalizing MySpanishLabPlus Grades**

– Be sure to submit your request to finalize your MySpanishLabPlus chapter grades after you have completed all assigned activities (and quizzes for chapters 1, 3 & 5). You will be able to submit your request to finalize your grades at the end of every chapter folder (be sure your pop-up blocker is disabled).
– Your MySpanishLabPlus chapter grades will be **finalized** by your instructor within 48 hours of receiving your request only if all assigned items have been completed.
– MySpanishLabPlus chapter grades are considered **finalized** when they are reflected in your TRACS Gradebook.
– After your MySpanishLabPlus chapter grades have been finalized, your chapter activities will remain available, and can be repeated for extra practice. However, if you repeat any chapter activities and earn a higher score than the one that was recorded when your grades were finalized by your instructor, your new grade will not be recorded.

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**UNIVERSITY POLICIES**

**Academic Integrity & Honor Code**

The [Texas State Academic Honor Code](http://www.txstate.edu/effective/upps/upps-07-10-01.html) applies to all Texas State students, including correspondence students. The Honor Code serves as an affirmation that the University demands the highest standard of integrity in all actions related to the academic community. The instructor and the Program Director will initiate an academic dishonesty case against students suspected of cheating, plagiarizing, or aiding others in dishonest academic behavior. Students are responsible for reading and understanding the Honor Code UPPS No. 07.10.01. Examples of academic dishonesty include, but are not limited to, plagiarism, cheating, and aiding and abetting dishonesty. Any work which is submitted for a grade must be 100% the student’s own work. Please refer to the following electronic site:
Free Tutoring Resources
A variety of free tutoring resources are available for students enrolled in correspondence courses. All correspondence students have access to several hours of free online tutoring from Smarthinking for subjects ranging from grammar and writing to mathematics and Spanish. Free online tutoring for writing-related assignments is also available from the Texas State Writing Center. For information on accessing these resources, please visit the Office of Distance and Extended Learning’s Free Tutoring page. Currently-enrolled, degree-seeking students able to visit the Texas State campus are eligible for free in-person tutoring from the Student Learning Assistance Center (SLAC) on the fourth floor of Alkek Library and from the Math Lab in Derrick 233.

Students with Special Needs
The Office of Distance and Extended Learning is committed to helping students with disabilities achieve their educational goals. A disability is not a barrier to correspondence study, and we strive to provide reasonable accommodations to individuals in coursework and test taking. Students who require special accommodations need to provide verification of their disability to the Office of Disability Services, Suite 5-5.1 LBJ Student Center, 512.245.3451 (voice/TTY). Students should then notify the Office of Distance and Extended Learning of any disability-related accommodation needs as soon as possible to avoid a delay in accommodations.

Correspondence Course Information
As a correspondence studies student, it is your responsibility to be familiar with correspondence-related policies and services. To this end, I encourage you to review the Correspondence Course Information page as well as the Correspondence Studies Student Handbook.

TRACS Technical Support
Texas State’s Information Technology Assistance Center (ITAC) provides phone and LiveChat technical support for TRACS 24 hours a day, seven days a week, 365 days a year. To take advantage of these services, visit ITAC online or call 512.245.ITAC (4822). Note also that a number of online TRACS tutorials are available from TRACS Facts.

Before beginning this online course, please check the minimum hardware and software requirements and other important information available on the Technology Overview section of your TRACS course site.