

**UNIVERSITY OF GUELPH
SCHOOL OF LANGUAGES AND LITERATURES
WINTER 2021 COURSE OUTLINE**

Course Title: SPAN*1110 Introductory Spanish II (0.5cr)
Instructional team: Professor Denise R. Mohan (dmohan@uoguelph.ca)
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Office hours: By appointment on Microsoft Teams
Class schedule: Monday, Wednesday and Friday, 9:30-10:20 a.m.

Note on course delivery mode, tools to be used and course policies:

- In Winter 2021, this course is delivered **asynchronously** via CourseLink and Microsoft Teams.
- All course materials are available through posted documents or embedded links available in CourseLink Content.
- Due dates are published in the syllabus and in the CourseLink calendar.
- Quizzes are delivered via the Quiz tool in CourseLink.
- Topics, instructions and grading rubrics for all assessments are posted in the Assessments module under CourseLink Content.
- Oral and writing assessments will be submitted to the CourseLink Dropbox.
- Feedback on assessments and grades will be posted on CourseLink.
- Discussions about personal progress and requests for support in the course will take place through @uoguelph email or in a pre-arranged private Microsoft Teams meeting.
- All assessments submitted are expected to be that of the student alone. Read the full statement on Academic Integrity below.

Course Description:

- Introductory Spanish II is a continuation of Introductory Spanish I and aims to build upon the skills and knowledge you have previously acquired. The course will focus on increasing students' listening, speaking, reading and writing skills in Spanish. Successful students will develop a solid foundation for further courses in Hispanic language, literature and culture.

Learning Outcomes:

By the end of the semester, you should be able to:

- speak in Spanish on topics of personal interest and converse with others on topics of shared interest using a variety of verb tenses.
- integrate new grammatical concepts and vocabulary with those studied in Introductory Spanish I.
- read, comprehend and comment in writing on course topics and themes.
- discuss facets of Hispanic culture as explored in the classroom.
- continue in further studies in the Spanish language and its related literature and cultures.

Prerequisite:

- SPAN*1100 or equivalent, with the consent of the Instructor or the Head of Spanish and Hispanic Studies.

Textbook package:

- Jarvis, Lebedo, Mena-Ayllón, Rowinsky-Geurts, Stewart: *¡Hola, amigos!* 4th Canadian Edition.
The hard copy package includes the textbook and the student activities manual (SAM).
The electronic textbook package includes access to the Cengage eBook and MindTap activities.

Class meetings:

- On Mondays and Wednesdays every week, **optional** synchronous classes, focussed on discussion of course content, with time for questions and answers will be held during the class time slot from 9:30 – 10:20 a.m. These classes will also offer opportunities to practise and improve writing and speaking skills.
- If needed or when requested, an additional synchronous hour will be offered on Fridays, 9:30 – 10:20 a.m.
- Students will receive an invitation to all synchronous sessions in Microsoft Teams.
- Synchronous sessions will be recorded and posted so that all students can access them at a later time.

Method of evaluation:

- **Writing assessment**
 - Writing assessment 1 due in week 6 10%
- **Oral assessment**
 - Oral assessment 1 due in week 8 10%
- **Writing and oral assessment 2**
 - Draft written version due in week 9 06%
 - Final written and oral versions due in week 11 20%
- **Discussions on culture**
 - 3 out of 4 discussions due in weeks 2, 4, 7, 10, 12%
- **Quizzes**
 - 5 out of 6 chapter quizzes due in weeks 3, 5, 7, 9, 11, 12 20%
 - Final cumulative quiz due April 22 @ 11:59 p.m. 22%

IMPORTANT NOTES:

It is the student's responsibility to read, be aware of and engage with the course information published on Courselink, including but not limited to:

- Announcements on the course homepage on CourseLink.
- The course outline and weekly syllabus with due dates for all assessments under CourseLink Content.
- Access period and time allowances for assessments in the CourseLink calendar.
- Learning activities and posted videos of synchronous classes.
- The answer key to practice activities in the textbook and the Student Activities Manual (SAM).
- Grades and feedback on assessments.

2. Use of email to ensure smooth and timely email communications:

- Students will be expected to monitor their @uoguelph.ca email address for course related communications from the instructor.
- When sending course related email, students must use their @uoguelph.ca account.
- When sending an email, include the course code (SPAN*1110) in the subject line.
- Emails will be answered within 48 hours, not including weekends.

3. Note on academic integrity and seeking outside help on course assessments:

- All assessments submitted must be the work of the student and the student alone. This means that students are **not** to seek unauthorized outside help (which may include help from other students, teachers, private tutors, ghost writers, native speakers, and any other kind of help) either in the preparation of assignments or in checking for errors before assignments are submitted. The only allowable resource is the *jHola, amigos!* textbook.
- On Writing assessment 1 and Oral assessment 1, the use of online dictionaries (such as wordreference.com or spanishdict.com) and on-line translators (such as Google translate, MS Word and other similar tools) are **not** permitted. The only allowable resource is the *jHola, amigos!* textbook.
- External resources are permitted on Writing and oral assessment 2, as explained in the description of this assessment.
- Any breach of this policy will be considered grounds to forward the work to the Associate Dean of the College of Arts for investigation of Academic Misconduct.

4. Policy on assessments submitted after the due date:

- Assessments may be submitted to the Dropbox up to 7 calendar days after the due date and will be subject to a 5% per day deduction in the earned grade. After 7 days the Dropbox folder for each assessment will close to any further submissions.
- There is no option for late submission of the final cumulative quiz.

University Statements

Email Communication

As per university regulations, all students are required to check their e-mail account regularly: e-mail is the official route of communication between the University and its students.

When You Cannot Meet a Course Requirement

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons please advise the course instructor (or designated person, such as a teaching assistant) in writing, with your name, id#, and e-mail contact. The grounds for Academic Consideration are detailed in the Undergraduate and Graduate Calendars.

Undergraduate Calendar - Academic Consideration and Appeals

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml>

Graduate Calendar - Grounds for Academic Consideration

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml>

Drop Date

Students will have until the last day of classes to drop courses without academic penalty. The deadline to drop two-semester courses will be the last day of classes in the second semester. This applies to all students (undergraduate, graduate and diploma) except for Doctor of Veterinary Medicine and Associate Diploma in Veterinary Technology (conventional and alternative delivery) students. The regulations and procedures for course registration are available in their respective Academic Calendars.

Undergraduate Calendar - Dropping Courses

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml>

Graduate Calendar - Registration Changes

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/genreg-reg-regchg.shtml>

Copies of Out-of-class Assignments

Keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

Accessibility

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required; however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to book their exams at least 7 days in advance and not later than the 40th Class Day.

For Guelph students, information can be found on the SAS website

<https://www.uoguelph.ca/sas>

Academic Integrity

The University of Guelph is committed to upholding the highest standards of academic integrity, and it is the responsibility of all members of the University community-faculty, staff, and students-to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff, and students have the responsibility of supporting an environment that encourages academic integrity. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

Undergraduate Calendar - Academic Misconduct

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml>

Graduate Calendar - Academic Misconduct

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml>

Recording of Materials

Presentations that are made in relation to course work - including lectures - cannot be recorded or copied without the permission of the presenter, whether the instructor, a student, or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

Resources

The Academic Calendars are the source of information about the University of Guelph's procedures, policies, and regulations that apply to undergraduate, graduate, and diploma programs.

Academic Calendars: <https://www.uoguelph.ca/academics/calendars>

Disclaimer

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings and academic schedules. Any such changes will be announced via CourseLink and/or class email. All University-wide decisions will be posted on the COVID-19 website (<https://news.uoguelph.ca/2019-novel-coronavirus-information/>) and circulated by email.

Illness

The University will not normally require verification of illness (doctor's notes) for fall 2020 or winter 2021 semester courses. However, requests for Academic Consideration may still require medical documentation as appropriate.