



Spanish 121 Syllabus

NO HARD COPY WILL BE PROVIDED. READ IT and SAVE IT in YOUR FILES

¡BIENVENIDOS!

THIS COURSE IS NOT SUITABLE FOR NATIVE SPEAKERS – Please select another language or see me ASAP.

Instructor: Beatrice L. Bongiorno

E-mail: beatrice.bongiorno@bellevuecollege.edu

Phone: (425) 564-2213

Office location: A245 H

Office Hours: **MW 10:30-11:20am -TTh 2:30-3:30pm** or by appointment

Course Information

Course Description and Objectives

The course covers **5 lecciones** designed to introduce you to basic Spanish vocabulary and grammatical structure. The course also presents you some aspects of Spanish and Latin American Cultures, and you are always encouraged to explore more on your own. This course is conducted mostly in the target language. You are encouraged to use as much Spanish as possible and as you feel comfortable and regardless of mispronunciation, vocabulary, and lack of grammatical accuracy. Don't deprive yourself and others from the opportunity to learn!

¡OJO! Prerequisites: NONE. It is a course for beginners (no prior knowledge of the language). It is not suitable for *false* beginners, for students hoping of earning an easy A, and certainly, not for reasons of time-schedule benefits.

If you have questions or doubts regarding your placement in a course not suitable for your level of knowledge and experience, please come see me in my office or contact me by email as soon as possible. Permission of instructor may be granted on a case-per-case basis to remain in this course.

Students practice all 4 language skills: listening, speaking, writing, and reading; culture is also incorporated as a pivotal part of learning a language and, hopefully, awakens your interest to explore virtually or in person the Hispanic world. Keep an open-mind and be self-critical as you learn about cultures and people different from yours.



This course exposes students to simulated “real-life situations” in order to practice freely the content learned. Emphasis remains on language comprehension and language oral production as you learn basic Spanish syntax.

It is my hope all students, regardless of grade earned, end the course with new appreciation and basic understanding of the language, new awareness of the different Hispanic Cultures, and desire to keep learning.

If you are interested in Latin American Culture, I strongly encourage you to consider joining the Latin American Culture Club (LACC) at Bellevue College. Visit Student Programs in C building to inquire about it or their website.

Course Requirements and Grade Distribution

♦ **Attendance and participation** in Spanish are expected to learn and make progress in the language, which will facilitate your instructor’s fair and accurate assessment of your performance in the course. You are allowed 3 absences w/o penalizing your participation portion of the grade. Be considerate of others if you are collaborating on a project¹. Note: Everyone will begin w/ 100% on the participation portion of the grade. Beginning w/ the fourth absence, 5 points are deducted for every absence. ¡Ojo! 3 tardies = 1 absence! **15%**

***** Regarding Absences due to Religious Observance:** *The Arts & Humanities Division of Bellevue College, committed to advancing pluralism, recognizes its students’ diverse religious beliefs. Those students who wish to observe a religious holy day should not be penalized for doing so. Whenever feasible, students should be allowed to make up academic assignments that are missed due to such absences. However, the student must notify the instructor in writing at the beginning of the quarter (no later than the end of week 2). Because religious holidays are scheduled in advance, instructors have the right to insist that course work be completed prior to an anticipated absence for religious observances.*

Withdrawing from the course / Darse de baja del curso: ¡IMPORTANTE! If you are considering withdrawing from the course, as common courtesy, please inform me of your plans either by e-mail or in person before you take action. Your reasons for withdrawing are solely yours and I respect them, but perhaps there is something you have not considered, and I may be able to help you. **¡AVISO!** If you simply stop attending class without officially withdrawing from the course by the date set by College on the Academic Calendar, you are still enrolled and will earn a grade of F at the end of the quarter. Do not jeopardize your GPA, financial aid, and scholarship opportunities for not following proper and timely withdrawal procedure. A failing grade may diminish your admission chances into four-year institutions and, in some case, even hurt employment opportunities and promotions.

NO HW is provided at the end of the quarter for stopping to attend class and failing to properly withdraw!

♦ **Test or Pruebas** are at the conclusion of each lesson. The lowest test grade of the five tests will be dropped. No make-up tests are allowed except for extenuating circumstances or BC sponsored events. Arrangements can be made for a make-up test at the discretion of the instructor if necessary. Contact me as soon as possible if you find yourself in this situation, on the contrary, I will assume you chose to drop the test missed. **20%**

♦ **WebSAM activities or actividades** are completed online on the Supersite. *Prácticas* activities are assigned daily as we advance through the various color-coded sections of your textbook, and due date displayed on the Supersite. You are responsible to complete the *prácticas* prior to coming to class or as soon as possible if circumstances prevented you from doing so. Daily activities are not graded and will only receive the computer generated word “credit” in **blue** when completed on time or in **red** when completed after the due date. All activities are due at 11:59pmPT. **You will be graded on WEBSAM activities** comprised of Workbook, Lab and Video Manual. **WEBSAM activities are due the day of the prueba by 11:59pm or as indicated on the Supersite.** You will receive a grade for each WEBSAM lesson determined by the sum of the points earned in all assigned activities divided by the number of activities assigned by your instructor (usually between 20 and 35 activities per lesson). **20%**



♦ **Oral presentations** will consist of one group project and one pair or solo project. Details and topics announced on MyBC and Supersite as the date approaches. No show will result in a zero except for a proved emergency. **20%**

♦ **Final exam (examen) is comprehensive.** Material from the all lessons will be included. All language skills will be assessed: 1) Listening comprehension: authentic audio followed by post-listening questions. 2) Writing: dialogue or brief paragraph where vocabulary (*vocabulario*) and grammatical structures (*estructura*) learned can be creatively applied. 3) Reading comprehension: An ad or a brief article related to any of lessons' themes covered followed by questions and/or statements. 4) Culture: Assesses your cultural competency focusing with either questions or statements related to topics presented and discussed during the quarter. It may include information from students' presentations. 5) Speaking: Instructions will be posted on MyBC as time approaches. **25%**

The final exam schedule is available at <http://bellevuecollege.edu/classes/exams> I will not modify pre-established BC final exam date/time or allow you to leave my course early to accommodate other courses out-of-schedule exams. PLAN accordingly!

**NO EXAM DATE WILL BE CHANGED TO ACCOMMODATE TRAVEL PLANS! ¡LO SIENTO! ☹
THE EXAM WILL NOT BE AVAILABLE PRIOR TO DESIGNATED EXAM DATE**

GRADES: Your instructor uses ENGRADE as a free, private, and secure web e-grade book tool. You will receive an invitation to register on engrade.com directly to your BC student e-mail account at the conclusion of the second week. Once you received it, you are required to follow the instructions to SIGN UP at <http://www.engage.com/user/signup-student.php>. I strongly encourage you to enroll to not only monitor your progress, but also your attendance. Inform me of any errors or discrepancies you may encounter.

Grading Scale

100 – 93 A	76 – 73 C
92 – 90 A-	72 – 70 C-
89 – 87 B+	69 – 67 D+
86 – 83 B	66 – 60 D
82 – 80 B-	59 – 0 F
79 – 77 C+	

Books and Required Material



♦ **TEXTBOOK: Blanco, AVENTURAS 3le Primer curso de lengua española, Boston: VHL, 2010**
(A textbook is available on reserve at the BC library in the D bldg. for your convenience)



♦ **SUPERSITE access codes:** The Supersite code is located inside a new textbook cover. Scratch it off to reveal it. The Supersite code can be purchased separately and directly from the publisher store site in the link below, especially useful if you have purchased or borrowed a used textbook. Once you have purchased the Supersite code, you will also have access to the vTEXT version of the hardcopy, particularly useful if you intend to bring your laptop to class daily. A hardcopy textbook may not be necessary if you opt for the online version purchase through: <http://www.vhldirect.com/store/catalog/vText.225.htm> The Supersite provides access to *Práctica* activities as well as the WEBSAM activities (**S**tudent **A**ctivity **M**anual: workbook, lab and video manual). The Supersite provides access to *Fotonovela* and *FlashCultura* videos, plus additional reading and resources to facilitate learning and improve retention. Study the Supersite content and all it offers in addition to activities, you find tutorials, verb wheels, dictionary, and flashcards.

¡Ojo! Important announcements are posted on the Supersite and on MyBC under *Announcements*. Under *Shared Documents* on MyBC, you may locate your syllabus, presentation instructions, and, occasionally, worksheets and power point information. Under *Links*, you may find web sites of interest related to topics discussed in class and even language aiding tools sites. Check MyBC at least a couple of times per week or set it up to receive alerts for any news and updates.

New students: Register to the Supersite by visiting <https://www.vhlcentral.com/> to create an account. **Do not list your SID # on the VHL site.** Instructions are available on the site and on MyBC under *Shared Documents*. You are responsible for catching up with all assignments if you register late for the course.
Returning students: Follow VHL instructions to reactivate your account VHL Tech Support below.
Used book students: You need to purchase access code for Maestro Supersite and WEBSAM.

Recuerda: Codes are necessary to register online and access the Supersite to complete daily activities under the PRACTICE tab and for graded WEBSAM activities. Occasionally, you may have access to the Assessment Tab when your instructor releases material for you to complete. You do not need to purchase additional CDs or DVD for this course as all audio and visual material is available through the Supersite.]

******* DO NOT SHARE YOUR SUPERSITE TEXTBOOK CODE W/ ANYONE! They are not reusable, recyclable or sharable. ~ You may share the textbook but not the code! *******

If you experience any technical problems during the quarter, please contact directly VHL Tech Support.
24/7 Live Technical Help is available on the [Supersite](#).

FAQ: <http://support.vhlcentral.com/ics/support/default.asp?deptID=4502>

Classroom Learning Atmosphere

Instructor's Classroom Policy

"Courtesy and civility foster a positive learning environment."

- Remove your hat in the classroom! Keep your shoes on!
- Be respectful and courteous to your instructor and fellow classmates at all times.
- No disruptive behaviors will be tolerated, including: chewing gum loudly, interrupting, using vulgar or profane language, loud yawning or sleeping. Let me know ahead of time if you need to leave early.
- Be on time! If you are late, take your seat promptly w/o disruption. Join the activity in progress.

- If the instructor is late, wait 15 min. before leaving. In the event of the instructor's absence, a note will be posted outside the classroom door and an announcement will be posted on *MyBC* and on the *Supersite*.
- Familiarize yourself w/ the classroom evacuation procedure.
- Electronic devices that interfere w/ learning should be off; in the event your cell phone rings, 5 pts. will be deducted from the next test. In the event the instructor's cell phone goes off, 5 pts. are awarded to the class. ☺
- Do not complete assignments or read material not related to the Spanish course during our class time.
- You may bring a snack or a non-alcoholic beverage to class. Dispose of containers upon exiting. Do not litter!
- Do not take it personally if the instructor corrects your pronunciation or responses. You are here to learn!
- Let go of stereotypes. Keep a sense of humor! ☺

Affirmation of Inclusion

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination.

We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. <http://bellevuecollege.edu/about/goals/inclusion.asp>

My classroom is an LGBTQ safe space where I welcome your individuality and will defend your right to be yourself in the spirit of learning and in an environment of mutual respect. I am here to teach and you are all here to learn, and I am committed to maintaining an environment wherein we all feel safe to do so.

It is an honor and a pleasure to have each and every one of you in my classroom!

Division Statements

Conducta académica No act of plagiarism will be tolerated or condoned. (See under Student Code below). In the event a student cheats or plagiarizes any of the work assigned, copies during a test/quiz, or asks someone else to complete his/her graded project and assignment, the work in question will receive a O credit = F. A second offense will be reported to the VP of Student Services and will result in a course grade of F.

Visit the A&H for Students Procedures and Expectations policy: <http://www.bellevuecollege.edu/artshum/policy.html>

Information about Bellevue College copyright guidelines can be found at:

<http://bellevuecollege.edu/lmc/links/copyright.html>

Information about Plagiarism can be found at: <http://bellevuecollege.edu/writinglab/Plagiarism.html>

Student Code

"Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services." The Student Code, Policy 2050, in its entirety is located at:

http://bellevuecollege.edu/policies/2/2050_Student_Code.asp

Important Links & Places around Campus

MyBC account – CS – WL Lab – ASC

MyBC Account: All students enrolled at Bellevue College are required to set-up a BC e-mail account. All official communication with the College will be directed to your Official BC Student e-mail account. Your student BC

network account is also used to log onto computers in labs and classrooms, connect to the wireless network, and log in to MyBC to retrieve course materials posted by your instructors.



→ **CREATE & MANAGE YOUR E-MAIL ACCOUNT BY VISITING THE WEBSITE**

<http://bellevuecollege.edu/students/email/> For help logging in or creating you account, request online support at Student Technology Support Center at <https://bellevuecollege.edu/stsc/> or visit the page **Information Resources:** <http://depts.bellevuecollege.edu/ir/>

World Language Lab: located in **A244**. Drop-in hours posted at the lab door. Great place to complete WebSAM!

Academic Success Center (ASC): located in **D204** or call (425) 564-2200. Drop-in hours schedule will be posted on MyBC/and at my office door as soon as it becomes available. Tutoring is free to all students regardless of grade. If your grade is C- below, you may request one-on-one tutoring by following proper application procedure. For more information and application forms, visit www.bellevuecollege.edu/tutoring or drop by the ASC in person.

Disability Resource Center (DRC)

The Disability Resource Center (DRC) serves students with a wide array of learning challenges and disabilities. Students who have accommodations needs are required to visit the DRC office as soon as possible in **B132** or call (425) 564-2498 or TTY (425) 4110 for assistance with eligibility accommodation requirements. Students with mobility challenges who require assistance in case of an emergency and evacuation situation, should register with the DRC office and meet with individual instructor to develop a safety plan within the first week of the quarter. Please visit the DRC website for more information or for an application at www.bellevuecollege.edu/drc

Public Safety

The Bellevue College **Public Safety** Department's well trained and courteous non-commissioned staff provides personal safety, security, crime prevention, preliminary investigations, and other services to the campus community, 24 hours a day, 7 days per week. Their phone # is 425.564.2400. The Public Safety website is your one-stop resource for campus emergency preparedness information, campus closure announcements and critical information in the event of an emergency. Public Safety is located in K100 and on the web at: <http://bellevuecollege.edu/publicsafety/>

Academic Calendar

The Bellevue College Academic Calendar provides information about important admissions and enrollment dates, holidays, closures, last day for pass/fail status, withdrawing dates and refunds information, and official final exams schedule. It also provides you with a "year at a glance" so you can plan ahead your classes for next quarter. Visit: <http://bellevuecollege.edu/enrollment/calendar/deadlines/>

COURSE CALENDAR AVAILABLE ON MyBC Course Site.

¡BIENVENIDOS!