Professor: Nancy Casady Bowen

102.08A     MWF, 8:30-9:20 in Lang 204A and Th 1:00-2:15 in Humanities 201
102.09A     MWF, 9:35-10:25 in Lang 204A and Th 10:00-11:15 in Humanities 201
102.12A     MWF, 12:50-1:40 in Lang 204A and Th 11:30-12:45 in Humanities 201

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Description: Spanish 102 is a four credit introductory level course for those with some prior knowledge of the Spanish language, designed to provide a thorough foundation in the four principal language skills: listening, speaking, reading, and writing.

Required Texts and Materials:
Online Workbook to accompany Puntos de partida, on books.quia.com
Online Laboratory Manual to accompany Puntos de partida, on books.quia.com

Grade breakdown:
- Pop quizzes: 5%
- Quia: 5%
- In-class writing & conversations: 10%
- Final in-class writing: 5%
- Final conversation: 5%
- Tests: 40%
- Final exam: 20%
- Cultural Activity: 10%

Grade scale:
A = 93-100
A- = 90-92
B+ = 87-89
B = 83-86
B- = 80-82
C+ = 77-79
C = 73-76
C- = 70-72
F = 0-62
D+ = 67-69
D = 63-66
D- = 60-62

1. Participation and pop quizzes (10%). Your attendance, daily preparation, and active participation in class will not only contribute to your learning, but are also important factors in determining your grade. Students are expected to participate in Spanish only during each class period. Frequent pop quizzes administered at the beginning of class will be based on vocabulary and grammar of the chapters studied. Pop-quiz grades will factor into your participation grade. Lateness to or absence from a pop quiz will result in a grade of 0.

2. Quia (5%). Homework that is incomplete or handed in late will not be accepted.
All online assignments from the Quia workbook and Quia lab manual must be completed as indicated on the syllabus.
3. **In-class writing and conversation (10%).** At the end of each chapter a composition or a conversation on an assigned topic is to be prepared and presented in class.

4. **Final in-class writing (5%).** One of the 4 compositions written in class will be selected, on consultation with the professor, and rewritten on the last day of scheduled class.

5. **Final conversation (5%).** Each student will meet privately with the professor to converse on the topics which have been included in the 4 in-class conversations.

6. **Tests (40%), final exam (20%).** There will be four tests and a final exam. *There are no make-up exams.* Exams may be rescheduled only if the student has an official university excuse (academic business, athletic team travel, religious holiday, death in family) and if arrangements have been made prior to the exam. Failure to attend the final exam results in an F for the course; an absence on the last day of class results in a 0 for the listening comprehension of the final.

7. **Cultural Activities (10%)**
   - Cultural Event: Each student is required to work with a team to plan, schedule, publicize and put on a cultural event having to do with Hispanic culture.
   - Each student must attend at least 2 of the events planned by other groups.
   - Each student will complete and submit an assessment of their event and those which they attend.

**Course Policies:**

- **The Honor Code.** Spanish 102 students are expected to comply with the Oxford College Honor Code. All work is to be completed by the student without assistance from classmates, advanced Spanish students, or native speakers, unless otherwise indicated by the professor. Tutors may answer specific questions after a student has completed their work independently. **ANY PRESUMABLE VIOLATIONS OF THE HONOR CODE INSIDE AND OUTSIDE OF CLASS WILL BE BROUGHT TO THE HONOR COUNCIL FOR APPROPRIATE ACTION** (transcriptions and translations from a web site or computer translation-language program are considered a case of plagiarism if the student does not document fully the material).

- **Attendance and Tardiness.** Attendance is obligatory for Spanish 102. In order for students to progress in their understanding and speaking of Spanish, they must be exposed to hearing and speaking it on a regular basis. You are allowed three (3) free absences. Beyond that, for each additional absence, one percentage point will be deducted from your final grade. An excess of six (6) absences will result in a withdrawal from or failure in the course. Students are expected to arrive to class on time. **Being late to class counts as half an absence.**

- **Assignment Deadlines and Make-up Work.** Workbook and lab assignments are due as indicated on the syllabus. **No late work and no make-up work will be accepted.** Students who will not be in class should complete their assignments ahead of time.
**Your responsibility:** For each hour spent in the classroom, it is expected that you spend an average of two hours at home on homework and class preparation. You are expected to come to class having prepared the material on the syllabus for that day and ready to participate actively in class. Class will be conducted only in Spanish. It is your responsibility to let the professor know if you do not understand. Try using one of the expressions found inside the cover of your text:

- *No entiendo/ No comprendo.* I don’t understand.
- *No entiendo la palabra _____.* I don’t understand the word _____.
- *Repita la frase, por favor.* Repeat the sentence please.
- *No entiendo las instrucciones.* I don’t understand the directions.
- *Tengo una pregunta.* I have a question.

**CALENDARIO PARA EL CURSO** (subject to some change)

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27 febrero  Cap 13 in-class writing, Quia due
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23 abril  Final Conversations
24 abril  Final Conversations
25 abril  Final Conversation

28 abril  Final in-class writing

TBA  EXAMEN FINAL