



Elementary Spanish I  
Prothro-Yeager College of Humanities  
and Social Sciences  
SPAN 1134 Sections 201, 203, 204  
spring 2024

### Contact Information

Instructor: Mrs. Sarah Butler

Office: Bea Wood 103

Office hours: Monday, Tuesday, Thursday, and Friday 10:00-10:50 am and Monday, Tuesday  
1:00-1:50 pm and by appointment

Office phone: (940) 397-4142

E-mail: [sarah.butler@msutexas.edu](mailto:sarah.butler@msutexas.edu)

### Instructor Response Policy

I will respond to emails and voicemails sent to me during regular working hours on weekdays as soon as possible the same day. On weekends, I check my email regularly but not as often, so my response time may be delayed up to 48 hours. I do not check my voicemail over the weekend.

### Textbook & Instructional Materials

The following textbook options are available for this course. These materials will be used for both Elementary Spanish I (1134) and Elementary Spanish II (1234). Materials are available at the MSU Texas bookstore in Clark Student Center or at the following websites:

<https://www.bkstr.com/midwesternstatestore/shop/textbooks-and-course-materials>,

<https://vistahigherlearning.com/store/school/midwesternstate>

- *Aventuras*, 6th edition, Vista Higher Learning
  - Print & Digital Access
    - Option 1: ISBN 978-1-54333-615-3 student edition loose-leaf textbook + Supersite Plus with vText + WebSAM (24 months) - \$214.80
    - Option 2: ISBN 978-1-54333-873-7 student edition loose-leaf textbook + Supersite Plus with vText + WebSAM (5 months) - \$178
  - Digital Access Only
    - Option 3: ISBN 978-1-54333-616-0 Supersite Plus with vText + WebSAM (24 months access) - \$175
    - Option 4: ISBN 978-1-54333-875-1 Supersite Plus with vText + WebSAM (12 months access) - \$159
    - Option 5: ISBN 978-1-54333-871-3 Supersite Plus with vText + WebSAM (5 months access) - \$109
- 6 long Scantrons (1 pkg)

## Course Description

A beginning course in the develop of fundamental speaking, listening, reading, and writing skills in the Spanish language and an introduction to Hispanic cultures. The language teaching community agrees that learning language and culture are inextricably connected. Thus, this course focuses on developing students' Spanish- language proficiency through modes of communication that reflect real life communication in the varied cultures of the Spanish-speaking world. By employing interpersonal, interpretive, and presentational communicative modes in Spanish, students will explore the ideas, values, beliefs, and other cultural aspects of Spanish-speaking peoples across the world and how these aspects work together to affect human experience.

## Course Objectives/Learning Outcomes/Course Competencies

By the end of the course, students will have developed solid competencies in each of the five goal areas (the five C's): Communication, Cultures, Connections, Comparisons, and Communities. Main objectives include:

1. Ability to comprehend and respond to basic conversational patterns
2. Proficiency and knowledge of basic grammatical structures and terminologies
3. Basic proficiency in reading and writing the language
4. Knowledge of significant cultural practices and historical events from the Spanish-speaking world
5. Ability to use technology for e-mail and research of selected topics in Spanish
6. Ability to use the [VHL Central Supersite](#) for oral and written practice of Spanish.

Specific outcomes of the course are the following:

- Introducing yourself, greeting and saying goodbye to friends, learning courtesy expressions, talking about yourself and others, spelling your name, performing simple math problems, asking, and telling time
- Describing your university and classroom, exchanging information about courses of study, talking about the calendar and dates, asking, and responding to simple questions
- Talking about your family and friends, describing yourself, other people, and things, saying how old you and others are, talking about things that belong to you and others
- Talking about pastimes, weekend activities, and sports, talking about what you are going to do, planning activities, extending invitations, apologizing
- Talking about your vacation plans, describing a hotel, talking about how you and others feel, describing some aspects of your daily routine
- Describing and illustrating aspects of the cultures of Spanish-speaking countries and making comparisons between cultures using basic linguistic structures and vocabulary in the target language.
- Evaluating personal values, behaviors, and worldviews on the socio-cultural topics presented and comparing these to those of Spanish-speakers.

### Study Hours and Tutoring Assistance

Approximately one hour of study daily is suggested for success in this course. You are welcome to come to my office or meet with me via Zoom or Skype when you have questions about topics presented in class. Before you visit for me for tutoring, please make sure you have watched the tutorials/presentations at the [VHL Central Supersite](https://vhlcentral.com). Tutoring is also available for free with the Tutoring & Academic Support Program's Learning Center located on the 1<sup>st</sup> floor of Moffett Library. Please [visit https://msutexas.edu/academics/tasp/on-campus.php](https://msutexas.edu/academics/tasp/on-campus.php) for their most up-to-date schedule.

### Student Handbook

Refer to: [Student Handbook-2021-22](#)

### Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). AI-generated submissions (e.g., ChatGPT) are not permitted and will be treated as plagiarism. Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

### Grading/Assessment

Course Grade: The following components make up the course grade. The number of quizzes and graded homework assignments will vary according to the discretion of the instructor. You can monitor your grades throughout the semester in the D2L gradebook.

Table 1: Percentage allocated to each element of the course.

Elements of the Course Grade	% of Course Grade
Attendance	5%
Class Participation	10%
Homework Assignments ( <a href="https://vhlcentral.com">VHL Central Supersite</a> )	10%
Quizzes (In-class and/or in D2L)	10%
In-class Writing Assignments (1 per lesson)	10%
Language Lab Quizzes (Bea Wood 128)	5%
Speaking Assignments/Oral Interviews (2 per semester)	10%
Midterm Exam (Lecciones 1-3 through Gramática 3.1, 3.2 only)	20%
Comprehensive Final Exam (Lecciones 1-5)	20%

Table 2: Percentages for final grade.

Grade	Percentage
A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	Less than 60%

## Homework

You will have almost daily homework assignments on the [VHL Central Supersite](#). Some of the assignments are for the presentation of vocabulary and/or tutorials for grammar topics. These assignments include written, audio and video activities. The purpose of these assignments is to help you learn the material, so you should use all the VHL resources (vText, vocabulary cards, etc.) to complete these “homework” type activities.

Each assignment is to be completed by **the start of class time on the due date** (see calendar/dashboard in [VHL Central Supersite](#)). Homework completed after the due date will be accepted but with a 5% penalty assessed for each day past the original due date for that assignment. For each lesson in the [VHL Central Supersite](#), an average of all the homework assignments for that lesson will be recorded in the D2L course gradebook. Once the lesson grade has been recorded in the D2L gradebook, no late work will be accepted. These lesson grades contribute 10 % to your course grade. You are welcome to work ahead in the online program. Your lowest grade in this category will be dropped at the end of the semester.

## Quizzes

Frequent quizzes, typically once weekly, based on homework and class work will be given either in class or in D2L (Desire to Learn). If the quiz is given in D2L, it will be available on Friday by 5:00 pm and will be due by the start of class on Monday. The quizzes are not listed in the course calendar but will be announced in class at least the day prior and posted in the “News” section of our D2L page. These quizzes (both in class and D2L) contribute 10% to your course grade. No late work is accepted, and no make-up quizzes are given. Your lowest grade in this category will be dropped at the end of the semester.

## Core Curriculum Assessment

One of the D2L Quizzes will also serve as an assessment of the student’s performance of the core curriculum objectives in the specific context of this course. The short answer quiz will be based upon a film or article(s) that I will assign around the middle of the semester. The film or article(s) will present students with an ethical dilemma or issue for resolution. In their responses, students should demonstrate that they have adequately researched and considered the topic in the framework of the core curriculum objectives. AI-generated submissions (e.g., ChatGPT) are not permitted and will be treated as plagiarism.

The core objectives for the Language, Philosophy and Culture Foundational Component Area are addressed in this course according to the following descriptions:

- **Critical Thinking Skills:** Students will demonstrate creative thinking, innovation, inquiry and analysis, evaluation, and synthesis of information.
- **Communication Skills:** Students will demonstrate effective development, interpretation, and expression of ideas through written, oral, and visual communication.
- **Personal Responsibility:** Students will demonstrate the ability to connect choices, actions, and consequences to ethical decision making.
- **Social Responsibility:** Students will demonstrate intercultural competence, knowledge of civic responsibility and the ability to engage effectively in regional, national, and global communities.

In responding to the topic, students must identify their core beliefs and the origins of those core beliefs, recognize the ethical issue(s) presented and the relationships between issues, state a position on the issue(s) and connect their position to implied actions and consequences<sup>1</sup>.

### In-Class Writing Assignments (*Composiciones*)

Students will complete an in-class, pen/pencil, and paper writing assignment at the end of each lesson. You will be given information and a prompt to help you organize your writing. These assignments contribute 10% to your course grade. No late work is accepted, and no make-up assignments will be given. You must be in class to complete these assignments. Your lowest grade in this category will be dropped at the end of the semester.

### Speaking Assignments/Oral Interviews

Per the instructor’s preference, students will complete either two oral interviews with the instructor or two speaking assignments or a combination of an oral interview and a speaking assignment to evaluate students’ progress toward proficiency in speaking Spanish. The first interview/assignment will be completed approximately half-way through the semester and the second at the end of the semester. These interviews/speaking assignments contribute 10% to your course grade. No late work is accepted, and no make-up assignments will be given. You must be in class or meet with the instructor at the agreed upon time to complete these assignments/interviews. No grades are dropped from this category. Also, it is important to practice speaking every day in class with your classmates and the instructor to be comfortable speaking Spanish and to increase your proficiency. Perfection is not the expectation, but consistent and regular participation are expected and required to do well in this course.

### Language Lab Quizzes

You will take five listening comprehension quizzes in the World Languages Laboratory in Bea Wood 127/128. The quizzes are based on videos related to the vocabulary, grammar and cultural concepts presented in each lesson. You may preview these videos at the [VHL Central Supersite](#) and you will need to access the site in the Language Laboratory to complete your quizzes.

Please show your MSU Student ID to the lab attendant to receive your quiz. You will receive a quiz and a Scantron. Please do not write on the quiz. After you complete the quiz, please sign out at the lab attendant’s desk. These quizzes contribute 5% to your course grade. Make-up and/or late quizzes are not permitted. Your lowest lab grade will be dropped at the end of the semester. Please note the due dates below as well as the following lab schedule. Note that the lab may close 30 minutes prior to the posted closing time if no student has arrived by that time.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
closed	7:30 am – 11:45 am	11:30 am – 12: 45 pm	8:00 am – 10: 00 am 2:00 pm – 5:30 pm	11:30 am – 1:15 pm	7:30 am – 11:45 am	10:00 am – 1:00 pm

Lesson 1: <b>Sat., Feb. 10</b>	Lesson 2: <b>Sat., Feb. 24</b>	Lesson 3: <b>Sat., March 23</b>
Lesson 4: <b>Sat., April 20</b>	Lesson 5: <b>Fri., May 3</b>	

<sup>1</sup> Modified from AAC&U Ethical Responsibility VALUE Rubric.

### Midterm Exam

The midterm exam covers all material covered in Lessons 1-3 through Gramática 3.1 and 3.2 only and consists of a multiple choice, matching, and/or true false portion and a written/short answer portion. Each portion is worth approximately 50% of the exam grade. The midterm exam contributes 20% to the final course grade. **The midterm exam is scheduled for Thurs., Feb. 29 and Fri., March 1, during regular class time.**

### Final Exam

The comprehensive final exam covers all materials studied during the course. The exam consists of a multiple choice, matching, and/or true false portion and a written/short answer portion. Each portion is worth approximately 50% of the exam grade. The Final Exam contributes 20% to the final course grade. The Final Exam for this course is scheduled for **Tuesday, May 7, 2024, 10:30 am – 12:30 pm**. The location will be announced during the final week of classes.

### Extra Credit

No extra credit assignments are given to individuals that are not offered to the entire class. Any extra credit assignment will be offered at the discretion of the instructor.

### Late Work

No late work is accepted apart from homework assignments completed in the [VHL Central Supersite](#). Individual assignments are accepted with a 5% late penalty per day until the due date for each lesson's assignments. Please see the calendar at the [VHL Central Supersite](#)

### Make Up Work/Tests

No make-up work is accepted, and no make-up quizzes will be offered.

### Important Dates

Change of schedule and late registration: January 16-19, 2024

Deadline to file for May graduation: February 12, 2024

Last Day to drop with a grade of "W:" March 24, 2024

Refer to: [Drops, Withdrawals & Void](#)

Final Exam: **Tuesday, May 7, 2024, 10:30 am – 12:30 pm**

### Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

### Inclement Weather Policy

If campus closes due to inclement weather, please check your e-mail and the course's D2L page for updates and procedures. If campus were to be closed more than two consecutive class days, it is possible that I might hold class via Zoom (in D2L) so that we would not fall too far behind the class schedule outlined in this syllabus.

### Attendance

You are required to be in class for the entire 50-minute period. Arrive on time. You may be counted absent if you are more than 10 minutes late for class or if you leave class early.

Absences due to official university functions or illness will be dealt with on an individual basis and should be discussed with the instructor outside of class time. There are no “excused” absences from regular class periods and the instructor will take attendance every day. Each absence lowers your attendance grade. The attendance grade is calculated by dividing the number of days that you are in class by the number of days that the course meets. (Example for 2 absences out of a total of 57 class days:  $55/57 = .9649\dots = 96.49\%$ ). The attendance grade contributes 5% to the final course grade.

**This syllabus serves as notice that you may be dropped from the class without further notification if you are absent more than six times. A Conduct and Attendance Referral may be sent to the Dean of Students upon the fourth absence. If you decide to drop the course, you must follow university procedure for dropping a course to receive a W. If the instructor drops you, you will receive a WF or F.**

### Participation

The participation grade contributes 10% to your course grade and is based upon your use of Spanish in the classroom. Don't worry about speaking perfect Spanish. Accuracy will come with practice and repetition. Active participation in class in Spanish will be awarded by the instructor in the form of *puntos de participación* (participation points). At the end of the semester, you should have 100 points for 100% participation. *Puntos* are awarded for your active participation in classroom activities in Spanish and for your interaction with the instructor in Spanish. You will record your *puntos* earned each class period on a card that you will turn in at the end of each class period. I will record *puntos* earned each week and post your total in the D2L gradebook so that you can monitor your progress.

### Instructor Class Policies

Please be polite to your instructor and fellow students. Pay attention to the instructor and to your fellow students when they are speaking. Do not engage your classmates in conversation in English during class.

Please silence your devices during class. Text messaging or the use of non-authorized electronic devices is prohibited. Please speak with your instructor if you have questions.

No food or drinks, except for water, are allowed in our classrooms.

### Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the [Schedule of Classes](#) each semester.

### Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student

received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

### Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### University Policies

#### Smoking/Tobacco Policy

University policy strictly prohibits the use of tobacco products in any building owned or operated by MSU TEXAS Adult students may smoke only in the outside designated-smoking areas at each location.

#### Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

#### Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

#### Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)



## Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

Notice: Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor and/or as required by the university.

### Course Schedule:

Dates	Lesson	Topics
Semana 1: 16 – 19 de enero	Lección 1	<ul style="list-style-type: none"> <li>• Introduction to the course</li> <li>• Preparación: Words related to meeting, greeting, and saying goodbye</li> <li>• Preparación: Courtesy expressions</li> <li>• Pronunciación: The Spanish alphabet</li> </ul>
Semana 2: 22 – 26 de enero	Lección 1	<ul style="list-style-type: none"> <li>• Cultura: <i>Los saludos y el espacio personal</i></li> <li>• Gram. 1.1: Nouns and articles</li> <li>• Gram. 1.2: Numbers 0-30</li> <li>• Gram. 1.3: Present tense of ser</li> </ul>
Semana 3: 29 de enero – 2 de febrero	Lección 1  Lección 2	<ul style="list-style-type: none"> <li>• Gram. 1.4: Telling time</li> <li>• Review of Lesson 1</li> <li>• <b>Composición – Lección 1</b></li> <li>• Preparación: Words related to people, places, and classes at the university</li> <li>• Preparación: Days of the week</li> </ul>
Semana 4: 5 – 9 de febrero	Lección 2	<ul style="list-style-type: none"> <li>• Pronunciación: The vowels in Spanish</li> <li>• Cultura: <i>La elección de una carrera universitaria</i></li> <li>• Gram. 2.1: Present tense of –ar verbs; the verb <i>gustar</i></li> <li>• Gram. 2.2: Forming questions</li> <li>• <b>Lab Quiz 1 DUE by Sat., Feb. 10</b></li> </ul>
Semana 5: 12 – 16 de febrero	Lección 2	<ul style="list-style-type: none"> <li>• Gram. 2.3: Present tense of <i>estar</i></li> <li>• Gram. 2.4: Numbers 31-100</li> <li>• Review of Lesson 2</li> <li>• <b>Composición – Lección 2</b></li> </ul>
Semana 6: 19 – 23 de febrero	Lección 3	<ul style="list-style-type: none"> <li>• Preparación: Words relating to family and professions</li> <li>• Pronunciación: Diphthongs and Linking</li> <li>• Cultura: <i>¿Como te llamas?</i></li> <li>• Gram. 3.1: Descriptive adjectives</li> <li>• Gram. 3.2: Possessive Adjectives</li> <li>• <b>Lab Quiz 2 due by Sat., Feb. 24</b></li> </ul>
Semana 7: 26 de febrero – 1 de marzo	Lección 3	<ul style="list-style-type: none"> <li>• Review of Lesson 3 through Gramática 3.2 and Review for Midterm Exam</li> <li>• Practice for Speaking Assignment/ Interview</li> <li>• <b>Midterm Exam: Thurs., Feb. 29 and Fri., March 1</b></li> </ul>

Dates	Lesson	Topics
Semana 8: 4 – 8 de marzo	Lección 3	<ul style="list-style-type: none"> <li>• Gram. 3.3: Present tense of regular <i>-er</i> and <i>-ir</i> verbs</li> <li>• Gram. 3.4: Present tense of <i>tener</i> and <i>venir</i></li> <li>• <b>Speaking Assignment/Interview – schedule through <i>Calendly</i> link</b></li> <li>• <b>Composición – Lección 3</b></li> </ul>
<b>No classes</b>		<b>March 11 – 15 <i>Spring Break</i></b>
Semana 9: 18 – 22 de marzo	Lección 4	<ul style="list-style-type: none"> <li>• Preparación: Words related to pastimes and sports</li> <li>• Preparación: Places in the city</li> <li>• Pronunciación: Word stress and accent marks</li> <li>• <b>Speaking Assignment/Interview – schedule through <i>Calendly</i> link</b></li> <li>• <b>Lab Quiz – Lección 3 due by Sat., March 23</b></li> </ul>
<b>March 25</b>		<b><i>Last day to drop with “W” – 4:00 pm</i></b>
Semana 10: 25 – 26 de marzo	Lección 4	<ul style="list-style-type: none"> <li>• Cultura: <i>Real Madrid y Barça: rivalidad total</i></li> <li>• Gram. 4.1: Present tense of <i>ir</i></li> </ul>
<b>No classes</b>		<b>March 28-29 <i>Easter Break</i></b>
Semana 11: 1 – 5 de abril	Lección 4	<ul style="list-style-type: none"> <li>• Gram. 4.2: Present tense of stem-changing verbs, e→ie, o→ue</li> <li>• Gram. 4.3: Present tense of stem-changing verbs, e→i</li> </ul>
Semana 12: 8 – 12 de abril	Lección 4  Lección 5	<ul style="list-style-type: none"> <li>• Gram. 4.4: Verbs with irregular <i>yo</i> forms</li> <li>• Review of Lesson 4</li> <li>• <b>Composición – Lección 4</b></li> <li>• Preparación: Words related to vacationing, travel, weather, seasons, months, ordinal numbers</li> <li>• <b>Lab Quiz – Lesson 4 due by Sat., April 20</b></li> </ul>
Semana 13: 15 – 19 de abril	Lección 5	<ul style="list-style-type: none"> <li>• Pronunciación: Spanish <i>b</i> and <i>v</i></li> <li>• Cultura: <i>El Camino Inca</i></li> <li>• Gram. 5.1: <i>Estar</i> with conditions and emotions</li> <li>• Gram. 5.2: The present progressive</li> </ul>
Semana 14: 22 – 26 de abril	Lección 5	<ul style="list-style-type: none"> <li>• Gram. 5.3: Comparing <i>ser</i> and <i>estar</i></li> <li>• Gram. 5.4: Direct object nouns and pronoun</li> <li>• <b>Composición – Lección 5</b></li> <li>• <b>Lab Quiz – Lesson 5 due by Fri., May 3</b></li> </ul>
Semana 15: 29 de abril – 3 de mayo		<ul style="list-style-type: none"> <li>• Review for Comprehensive Final Exam</li> <li>• <b>Speaking Assignment/Interview - schedule through <i>Calendly</i> link</b></li> <li>• <b>Core curriculum Assignment Due by Tues., May 7</b></li> </ul>
<b>7 de mayo 10:30 AM – 12:30 PM</b>		<ul style="list-style-type: none"> <li>• <b>Comprehensive Final Exam</b></li> </ul>