

Department of Modern Languages and Literatures  
College of Arts and Science  
Fall Semester 2005

Course syllabus  
Spanish Language and Culture I  
MLL 154-06

Instructor: Monte McFerron B.S.E. Spanish, M.A. TESL  
Office: Grubbs Hall 411  
Telephone: 620-235-4678 ext. 4713  
E-mail: [mmcferro@pittstate.edu](mailto:mmcferro@pittstate.edu)  
[mmcferro@hotmail.com](mailto:mmcferro@hotmail.com) (use this only if the PSU server is having problems)  
Home phone: 417 455-2459  
Office Hours: 3:30-4:30 p.m. T TH

**GENERAL EDUCATION REQUIREMENTS:** This course counts toward the requirements in General Education for your degree program. General Education is an important part of your educational program at Pittsburg State University that has been designed to implement the following philosophy:

Philosophy of General Education: General education is the study of humans in the global setting. The general education curriculum, therefore, acts as the heart of a university education by developing the capacities that typify the educated person and **providing a basis for life-long learning and intellectual, ethical, and aesthetic fulfillment.** General education examines the world around us and **fosters an understanding of our interactions with the world** and our place in the universe. General education **celebrates the creative capacities of humankind and helps to preserve and transmit to future generations the values, knowledge, wisdom, and sense of history that are our common heritage.**

**GOALS OF GENERAL EDUCATION FOR THIS COURSE:**

This course contributes to the overall purpose of the General Education program by:

- 1) providing the students with the basic knowledge and skills in a foreign language that will enable them to participate more effectively in our global society. (Goal #1, 1.1, 1.2)
- 2) stimulating critical thinking and encouraging decision-making free from prejudice or insularity (Goal # 2, 2.1, 2.4)
- 3) promoting an appreciation of different cultures. (Goal # 4, 4.3)

However, the emphasis of this course will be to help the students meet the following objectives for the understanding and appreciation of a variety of cultures and their interrelationships (Goal # 3, 3.1, 3.2)

**Upon successful completion of this course, students will be able to:**

- 3.1 Recognize the value of diverse cultural, national and ethnic backgrounds.
- 3.2 Demonstrate and understanding of the relationships of gender, race and class within and across cultures.

**These objectives are met through a variety of means, including**

- 1) reading, analysis, and discussion of cultural information about the countries and regions where the target language is spoken.
- 2) discussion of authentic materials that show the diversity of the people who speak the language. Such authentic materials include audio tapes, video tapes, pictures, music, and internet resources among others.
- 3) the practice of situations that show the sociolinguistic appropriateness of language use in different communicative instances.

**RETRO-CREDITS:**

The Department of Modern Languages and Literatures has a retro-credits program designed to reward students who have already spent years learning languages in high school. Students must sign up for the program with Kathy Dyer, Departmental Secretary, during the first three weeks of the semester in which they take their **first** language course at PSU. That course determines their entry level and the maximum credits they can earn through retro-credits. Transfer students who took language courses at another university or college are not eligible. No exceptions or extensions will be granted. The Department encourages students to seek faculty advice to determine their best entry level.

**REQUIRED MATERIALS AND RESOURCES:**

- *Imágenes* By Caycedo, Garner, Rusch, Domínguez (*required*)
- *Imágenes* Workbook and Lab Manual (*required*)
- *Imágenes* Workbook Answer Key (*required*) Use this to correct Workbook Activities. Make corrections in a different color of ink (*required*).
- Interactive CD-ROM (comes with student text) (*required*). You can use this as a tool to practice items as you are studying the chapter or before quizzes and exams. You will never have to turn in anything based on this CD-ROM; it is only for additional practice if and when you feel you need it. When learning a language, it is important to do what may be perceived as “busy work” since it is through constant exposure, reentry and recycling of material that information is stored in long-term memory. Time put in now will be well worth the effort in the future. So, even if you are an “A” student it is beneficial, VERY BENEFICIAL, to have as much contact with the language as possible and the CD-ROM activities are a good way to do so.
- Audio CD Program (*required*) for listening to and practicing chapter dialogues (comes with student text)
- Lab Manual CDs (*required* to complete the Lab Manual Activities) are available from the Language Lab for a cost of \$3.00 each (Grubbs Hall 202). There are several CDs. You need not buy them all at once. You will be notified when they are available.
- Internet Access at home or on campus is required to complete the web-based ACE tests at the end of each chapter. You may e-mail your results to me or print a hard copy and turn them in to class. No ACE tests will be accepted after the first class introducing the next chapter. Website: <http://spanish.college.hmco.com/students>
- Spanish Dictionary (optional)

### **EVALUATION:**

Participation/Attendance	10%
Pruebas (Chapter Tests)	30%
Workbook Activities	20%
Lab Manual (Listening Activities)	10%
Exams (2)	15%
Internet ACE Tests	15%
	<hr/>
	100%

### **GRADING SCALE:**

A	90-100%	B	80-89%	F	0-59%
C	70-79%	D	60-69%		

### **GRADING POLICY:**

The dates of the exams are announced. EXAMS MAY NOT BE MADE UP UNLESS YOU INFORM ME IN ADVANCE OR IN CASE OF EMERGENCY. (I reserve the right to define what an emergency is). Homework dates are also announced in advanced. There will be reduced credit for late homework (75%). Workbook, Lab Manual, and ACE Tests is due on the exam date. However, I will collect homework prior to the tests and exams.

### **ASSIGNMENTS:**

ALWAYS DO THE HOMEWORK IN THE ORDER IT IS ASSIGNED. DO ALL HOMEWORK PRIOR TO CLASS TO BE WELL PREPARED FOR IN-CLASS WORK.

Workbook and Lab Manual assignments correspond chapter by chapter with the ¡Imágenes! Workbook/Lab Manual Activities. **You must complete:**

**Workbook section:** Homework assignments will be given each class period and are based on the class for that day; they will always include several activities from the Workbook. DO NOT GET BEHIND ON THE HOMEWORK. Homework assignments reinforce classroom practice. Your classroom participation will be hindered if you get behind in your homework.

**Important note:** As you complete each Workbook activity, correct it immediately with a different colored ink (you will get credit for this) and then review the activity by reading it aloud. This will help reinforce reading and speaking skills and help you prepare for the listening portions of tests. Self-monitor your pronunciation and continually make adjustments as needed.

**Lab Manual section (back section):** These activities are easy to do and help build what is called “passive vocabulary.” You may do these activities alone, with a study partner, or in a group. You will receive credit for completing the lab manual activities.

**ACE Practice Tests (Due the last day of the current chapter):**

To do this assignment you need to go to the ¡Imágenes! Website <http://spanish.college.hmco.com/students> and select the *Imágenes* textbook website and bookmark the site for future reference.

**GRADING PROCEDURES AND TURNING IN WORK FOR CREDIT:**

**I. On Quiz Days (last day of current section):** Workbook *and* Lab Manual sections will be scored (separately) for 1) completeness *and* self-correction with a different color of ink (workbook section only). If I find it hard to read your answers, then I will deduct a point or two from your raw score for that section. If I can't read it at all you will not receive credit.

**Procedure for turning in the workbook:**

- I. Before class, paper clip the section(s) already checked so that when I open the manual it opens to the first page to be checked. Do not paper clip the pages that will be checked; paper clip the section immediately preceding the section to be graded.
- II. Make sure you have properly paper-clipped both sections (workbook and lab manual) before you enter class.
- III. Make sure you have your ACE Tests in hand or have already e-mailed them to the instructor. They are due on the same day of the chapter test ([mmcferro@pittstate.edu](mailto:mmcferro@pittstate.edu)).
- IV. When you enter class, place ACE tests (WITH YOUR NAME) neatly in a stack by the door. Place your workbook (WITH YOUR NAME ON THE COVER) neatly on the desk, forming 2-3 columns.
- V. Towards the end of class, volunteer students will distribute workbooks back to the rest of the class using the following phrases (and any other phrases required at the time):

¿Dónde está _____?	Where is...?
Ah, allí estás.	Oh, there you are.
Aquí está tu manual de trabajo.	Here is your workbook.
Gracias.	Thank you.
De nada.	You're welcome.

**II. Selected Written Work:** On the day after chapter quizzes, selected pages from the workbook are to be removed from your workbook (neatly and carefully) and stapled together. These selected activities will be those activities in the Answer Key where it says, "Answers will vary." These will be graded for sentence formation, use of question words, appropriate vocabulary, and punctuation (including accents).

NOTE: While many activities *could* be completed by copying the answers, test and exam scores will reflect the students' level of legitimate use of the workbook, lab manual, and

other resources. Also, there are common errors that are present at the beginning level. Perfectly completed assignments without self correction (made in a different color of ink) are highly unlikely. Self correction and self monitoring of your own progress are important skills for life-long learning and self-improvement. Self-correction will be checked. You will receive credit for it. Do *your* best work. Correct *your* work and make your best *better*. Also, correct your workbook with the answer key as soon as possible. *Don't wait to the last minute when you only have time to correct and not think about the correct answer. Give time to review your corrections so you won't be as likely to make the same mistake next time—you will also perform better on tests.*

## **ATTENDANCE**

Attendance is vital to the study of a foreign language. Most of your listening and speaking practice is done in class. Here you will develop fluency. You should arrive on time to class every day, prepared to participate fully. Should you miss class, it is your responsibility to get the notes and the next day's assignments. I take role every day. IF YOU HAVE MORE THAN 5 UNEXCUSED ABSENCES I WILL CONSIDER DROPPING YOU FROM THE CLASS. I reserve the right to define an excused absence. **Chronic tardiness is detrimental to your chances for success and disruptive for your classmates.**

## **STUDY TACTICS:** (Please see text pp. 14-18, “Study Tips”)

- 1) **ORGANIZATION! ORGANIZATION! ORGANIZATION!** You're your text and your workbook and other resources. Managing your time and resources is the most important predictor of success in college. Manage your resources and homework. Know what to study first and what to study second. There is a natural logical sequence. Follow it!
- 2) Do homework assignments before class to be prepared for in-class work.
- 3) **Meaningful use and repetition of vocabulary is the key to permanent memorization.** Practicing and reviewing activities aloud as well as creative use of vocabulary in the global exercises in the Workbook will help you memorize new vocabulary. Also review the current chapter's previous vocabulary every day. Building vocabulary is essential to your success in a modern language class.
- 4) **Personalize these study hints and develop your own study routine that fits your learning style and study environment preferences.**

## CALENDARIO DEL CURSO:

Prueba=Quiz

El 23 de agosto	Capítulo Preliminar
El 25 de agosto	Capítulo Preliminar
El 30 de agosto	Capítulo Preliminar <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Prueba</b></li><li><input type="checkbox"/> ACE Tests</li><li><input type="checkbox"/> Manual de Trabajo y Laboratorio</li></ul>
	<u>Empezar Capítulo Uno</u>
El 1 de septiembre	Capítulo Uno
El 6 de septiembre	Capítulo Uno
El 8 de septiembre	Capítulo Uno
El 13 de septiembre	Capítulo Uno <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Prueba</b></li><li><input type="checkbox"/> ACE Tests</li><li><input type="checkbox"/> Manual de Trabajo y Laboratorio</li></ul>
	<u>Empezar Capítulo Dos</u>
El 15 de septiembre	Capítulo Dos
El 20 de septiembre	Capítulo Dos
El 22 de septiembre	Capítulo Dos <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Prueba</b></li><li><input type="checkbox"/> ACE Tests</li><li><input type="checkbox"/> Manual de Trabajo y Laboratorio</li></ul>
	<u>Empezar Capítulo Tres</u>
El 27 de septiembre	Capítulo Tres
El 29 de septiembre	Capítulo Tres
El 4 de octubre	Capítulo Tres <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Prueba</b></li><li><input type="checkbox"/> ACE Tests</li><li><input type="checkbox"/> Manual de Trabajo y Laboratorio</li></ul>
El 6 de octubre	Capítulos 1-3 <ul style="list-style-type: none"><li><input type="checkbox"/> Repaso y Conversación</li></ul>
El 11 de octubre	<b>Examen Uno</b> (Capítulos Preliminar hasta capítulo tres)
	<b>Vacaciones del otoño: No hay clase el 13.</b>
El 18 de octubre	Empezar Capítulo Cuatro
El 20 de octubre	Capítulo Cuatro
El 25 de octubre	Capítulo Cuatro
El 27 de octubre	Capítulo Cuatro <ul style="list-style-type: none"><li><input type="checkbox"/> ¿Video?</li></ul>
El 1 de noviembre	Capítulo Cuatro <ul style="list-style-type: none"><li><input type="checkbox"/> <b>Prueba</b></li><li><input type="checkbox"/> ACE Tests</li><li><input type="checkbox"/> Manual de Trabajo y Laboratorio</li></ul>
	<u>Empezar capítulo Cinco</u>
El 3 de noviembre	Capítulo Cinco

El 8 de noviembre      Capítulo Cinco  
El 10 de noviembre    Capítulo Cinco  
El 15 de noviembre    Capítulo Cinco  
                                   **Prueba**  
                                   ACE Tests  
                                   Manual de Trabajo y Laboratorio  
                                  Empezar Capítulo Seis  
El 17 de noviembre    Capítulo Seis  
El 22 de noviembre    Capítulo Seis  
**Vacaciones (No hay clase el 24)**  
El 29 de noviembre      Capítulo Seis  
El primero de diciembre 1    Capítulo Seis  
                                   **Prueba**  
                                   ACE Tests  
                                   Manual de Trabajo y Laboratorio  
El 6 de diciembre      Repaso y Conversación  
El 9 de diciembre      Repaso y Conversación  
                                   **Examen 2**  
**Diciembre 13 Examen 2 (si es necesario cambiar el calendario)**