Course description: SPANISH 320A is the first semester of a two-semester intensive grammar course. It entails an intensive study of Spanish grammar, syntax and specific vocabulary words that are often problematic for non-native speakers, especially English speakers. Spanish grammar, syntax and vocabulary will be compared to that of English thereby allowing students to use their existing language skills in English as a basis for understanding Spanish language constructs. The course relies heavily on translation exercises from English to Spanish and from Spanish to English to facilitate students’ ability to move flawlessly from one language to the other. Homework assignments may be lengthy and students are expected to participate actively and on a daily basis in classroom activities. Homework assignments are usually written on the blackboard and discussed by the entire class.

Required texts: Spanish for Oral and Written Review, Mario Iglesias and Walter Meiden, 5th ed.
Larousse gran diccionario: espanol/ingles, English/Spanish, Ramon Garcia-Pelayo.
ISBN: 9782035420701
Suggested text: 501 Spanish Verbs, Barron’s Educational Series, Inc.

Grading guidelines:
Homework preparation and class participation………………50%
(Note: Homework preparation is judged on both the completion of assignments and on the quality of the work completed.)
Chapter Exams (5 exams each worth 10%)…………………50%
Papers (2 x 3 pages, 15% @)……………………………..30%
Final Exam (comprehensive)……………………………..20%

Homework: All assignments must be complete, legible and double-spaced. I will not accept assignments that are not double-spaced or that I have difficulty reading. Additionally, NO LATE WORK AND NO MAKE-UP WORK WILL BE ACCEPTED! Homework that is graded will be graded as follows: students will lose 1 point for each grammar error that has to do with material covered in the current or previous chapters and/or grammar that students should have mastered at the 100-200 level (e.g.: verb conjugations, the personal a, the use of the article with titles, etc.). Students will also lose ½ point for each missed accent unless a missed accent changes the meaning of the word. If the meaning of the word is changed by the inappropriate use of an accent or by failure to use an accent, the student will lose 1 point.

Chapter tests: Five exams covering grammar and vocabulary from the Problem Word sections will be given during the semester. The format is one of translation from English to Spanish. Dictionaries may be used during the exams, but students should be aware that use of a dictionary minimizes the time available to write the exam and so you are encouraged to develop your vocabulary throughout the semester. Note: Each test is comprehensive

Papers: Students will write two papers on a topic of their choice, but one approved by the instructor. These are not research papers, nor are they book reviews. Grades will be determined by development of topic (25%), clarity of ideas (20%), grammatical accuracy, syntax, etc (40%) and, vocabulary usage (15%) Papers must be typed and double-spaced. The first paper will be due the day before Spring break (Friday, March 7th) and the second paper will be due on Friday, April 25th. NO LATE PAPERS WILL BE ACCEPTED.
**Final exam:** In general the Final Exam will be similar to the chapter exams although it may also include a paragraph to be translated from English to Spanish as well as questions about specific grammar points.

**Attendance policy:** Daily attendance is required. Students will have 1-% point deducted from their final score for each absence in excess of 3. Late submission of homework will not be accepted so students who will miss class should make arrangements for another student to turn in homework. Should a student both miss class and fail to have his/her homework turned in on the day it is due, the student will have an additional ½% point deducted from his/her final homework score. All exams are comprehensive and no make-up exams will be given. Should a student miss an exam he/she will be given a copy of the exam taken by the rest of the class and the student’s next exam score will be counted twice.

**Academic Integrity:** The Department of Foreign Languages fully supports and adheres to all university policies and procedures regarding academic integrity (cheating, fabrication, plagiarism, etc). The work you submit in this class is expected to be your own. If you submit work that has been copied without attribution from some published or unpublished source, including the Internet, or that has been prepared by someone other than you, or that in any way misrepresents somebody else’s work as your own (e.g. translation without proper attribution), you will face severe discipline by the university in addition to receiving an F for the work submitted and possibly for the course. The Morris Library Guide on Plagiarism (http://libguides.lib.siu.edu/plagiarism) requires that all work that you turn in be your own. As defined by the SIUC Student Code of Conduct (http://policies.siuc.edu/policies/conduct.html), acts of academic dishonesty and/or disruptive behavior include, but are not limited to the following:

1. Plagiarizing or representing the work of another as one’s own work;
2. Preparing work for another that is to be used as that person’s own work;
3. Cheating by any method or means;
4. Knowingly or willfully falsifying or manufacturing scientific or educational data and representing the same to be the result of scientific or scholarly experiment or research;
5. Knowingly furnishing false information to a university official relative to academic matters;
6. Soliciting, aiding, abetting, concealing, or attempting acts of academic dishonesty;

Disruptive behavior includes, but may not be limited to:

1. Being noisy, unruly, disrespectful, using foul or vulgar language;
2. Using laptops, cell phones, MP3 players during class;
3. Reading magazines, newspapers and/or books unrelated to the class;
4. Eating.
5. Drinking anything other than water (ask instructor)

**Cell phones:** Cell phones are to turned off and put away when class begins. Phones that ring during class or that are placed on a student’s desk or that are used for any purpose (calling, texting, taking pictures, etc.) will result in a penalty of ½% deducted from the student’s final score for each offense.

**SIUC policy on “Incomplete” as a Course Grade:** The following text is taken from the Undergraduate Catalog 2009-10, p. 38 and the Undergraduate Catalog 2010-11, p.34:

*An incomplete is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within a time period designated by the instructor but not to exceed one semester from the close of the term in which the course was taken, or graduation, whichever occurs first. Graduate students have one year in which to complete the course. Should the student fail to complete the course within the time period designated, the incomplete will be converted to a grade of F and the grade will be computed in the student’s grade point average. Students should not reregister for courses in which an INC has been assigned with the intent of changing the INC grade. Re-registration will not prevent the INC from being changed to an F.*

**Supplementary Assistance:** With the cooperation of SIUC’s Disability Support Services (DSS), each student who qualifies for reasonable supplementary assistance has the right to receive it. Students requesting supplementary assistance must first register with DSS in Woody Hall B-150, (453-5738) or http://disabilityservices.siuc.edu/
Foreign Language Help Center (FLHC): During Fall and Spring semesters, the Spanish Section tries to maintain a tutoring center for students who need help beyond classroom instruction. FLHC normally begins around the fourth week of the semester and is run by volunteers. Although we make a great effort to offer this additional assistance tour students, the volunteers reserve the right NOT to be available on days when for personal reasons, they are unable to provide tutoring. The most updated schedule of FLHC is on the door of 2078 Faner Hall. Other copies are posted on bulletin boards in DFLL and on the department’s web page: http://languages.siuc.edu/

*A third semester course can substitute for 3 hours of CORE Humanities credit. (See UG Catalogue).

*For Academic calendars, to to http://registrar.siuc.edu/ and click on the Calendar Tab for dates of withdrawals, adds, drops, etc.

Course Drop (with a full refund) date is: January 26, 2014

Course Withdrawal (with W grade) date is: January 27, 2014 to March 30, 2014

For other deadlines, please consult with your academic advisor or go to http://registrar.siuc.edu/ and click on the Calendar Tab to find dates for withdrawals, adds, drops, etc.

Inclusive Excellence: SIU has people from all walks of life, from many different cultures and sub—cultures and representing all strata of society, nationalities, ethnicities, lifefiles, and affiliations. Learning from and working with people who differ from us is an important part of education as well as an essential preparation for any career. For more information, please visit: http://www.inclusiveexcellence.siu.edu/

Emergency Procedures:

Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency responses information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu, Department of Public Safety’s website www.dps.siu.edu (disaster drop down) and in the Emergency Response Guidelines pamphlet. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. IT IS IMPORTANT THAT YOU FOLLOW THESE INSTRUCTIONS AND STAND WITH YOUR INSTRUCTOR DURING AN EVACUATION OR SHELTERING EMERGENCY. The Building Emergency Response Team will provide assistance to you instructor in evacuating the building or sheltering within the facility.

Tentative schedule

Note: I reserve the right to adjust the following schedule should students require more or less time to master the material covered.

Week 1: Chapters 1 & 2
Week 2: Chapter 2 (Monday is MLK day and thus no class)
Week 3: Test over chapters 1 & 2 and begin chapter 3
Week 4: Chapters 3 & 4
Week 5: Chapter 4 and test over chapters 3 & 4
Week 6: Chapter 5
Week 7: Chapters 5 & 6
Week 8: Spring break
Week 9: Test over 5 & 6 and begin chapter 7
Week 10: Chapters 7
Week 11: Chapters 7 & 8
Week 12: Chapter 9 and test over chapters 7 & 8
Week 13: Chapters 9
Week 14: Chapters 9 and 10
Week 15: Chapter 10 and test over chapters 9 & 10
Week 16: Review of chapters 1 – 10 in preparation for final exam

The final exam for this class is scheduled for Wednesday, May 7 from 11:50-2:50