

SCHOOL OF LANGUAGES AND CULTURES

**SPANISH PROGRAMME
SPAN 112 ELEMENTARY SPANISH**

TRIMESTER 2 2009

13 July to 15 November 2009

Trimester Dates

Teaching dates: 13 July to 16 October. Study week: 19 to 23 October.

Examination/Assessment period: 27 October to 14 November.

Please note students should be able to attend an examination at the University at any time during the formal examination period.

Names and contact details

Contact details of Spanish Programme staff involved in this course are as follows:

VZ505	Dr Carolina Miranda carolina.miranda@vuw.ac.nz	Lecturer Course Coordinator	ph. 463 5647
VZ715	Teresa Neches teresa.neches@vuw.ac.nz	Senior Tutor	ph. 463 5638
VZ709	Mariana Lazzaro mariana.lazzaro@vuw.ac.nz	Senior Tutor	ph. 463 6457
VZ610	Nina Cuccurullo nina.cuccurullo@vuw.ac.nz	Administrator	ph. 463 5293

Contact details of other staff in the Spanish Programme are as follows:

VZ501	Dr Sarah Leggott sarah.leggott@vuw.ac.nz	Programme Director	ph. 463 5765
VZ502	Dr Miguel Arnedo-Gómez miguel.arnedo-gomez@vuw.ac.nz	Senior Lecturer	ph. 463 5602
VZ503	Dr Nicola Gilmour nicola.gilmour@vuw.ac.nz (on leave from July 2009 to April 2010)	Senior Lecturer	ph. 463 5296
VZ709	Raquel Direnzo raquel.direnzo@vuw.ac.nz	Senior Tutor	ph. 463 6457
VZ715	Jenny Woodley-Higgins jenny.woodley-higgins@vuw.ac.nz	Tutor	ph. 463 5638

SLC Contact Person for Maori and Pacific Students

VZ613 Dr Richard Millington ph. 463 5976
richard.millington@vuw.ac.nz

SLC Contact Person for Students with Disabilities

VZ613 Dr Richard Millington ph. 463 5976
richard.millington@vuw.ac.nz

Carolina Miranda is the Course Coordinator for SPAN 112, and she will teach one stream. Other streams will be taught by Mariana Lazzaro and Teresa Neches. Staff are available for student consultation at times indicated on the doors of their offices.

Class times and locations

Lectures

There are four lecture hours per week taught in three streams as follows:

1. Carolina Miranda (CRN 6093) 11:00am to 12:50pm Mondays and Tuesdays in MY (Murphy) 103.
2. Teresa Neches (CRN 17158) 1:10pm to 3:00pm on Thursdays and 11:00am to 12.50pm on Fridays in MY (Murphy) 103.
3. Mariana Lazzaro (CRN 17159) 1:10pm to 3:00pm Mondays and Wednesdays in MY (Murphy) 103.

You must remain in your allotted group for the whole course, unless a change is authorised by the Course Co-ordinator. Students must bring the text book and exercise manual to all classes.

Course delivery

This course is delivered through four lectures per week in two two-hour blocks. The lectures (or language classes) will cover grammatical aspects of the Spanish language and the development of written skills, as well as the development of oral linguistic skills and listening comprehension skills. The lectures will require students' active participation in group exercises or activities.

Communication of additional information

The Spanish noticeboard is in the corridor outside the Spanish Seminar Room (VZ 515). Additional information or information on changes will be conveyed to students either via class, noticeboards, Blackboard, or email.

Course content

SPAN 112 is a course for continuing students, which aims at developing further the four skills of oral comprehension, reading comprehension, speaking and writing. It extends the study of elementary grammar to include the forms and simple uses of the present subjunctive.

Learning objectives

The objectives of the course are as follows. Upon completing the course successfully you will be able to:

- (i) understand and reproduce in both written and spoken Spanish a wide variety of grammatical structures using a basic vocabulary;

- (ii) communicate simply but effectively in a range of situations connected with daily life;
- (iii) express yourself, orally and in writing, on your activities and interests;
- (iv) read simple written Spanish with relative ease;
- (v) write simple Spanish from dictation;
- (vi) read aloud simple passages with fluency and accurate pronunciation;
- (vii) understand simple Spanish spoken at a reasonable speed;
- (viii) demonstrate some knowledge of aspects of Hispanic culture.

Spanish is, as far as possible, the language used in all contact hours for most activities.

Expected workload

The Humanities and Social Sciences Faculty Committee on Workloads and Assessment has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. Students enrolling in a 100-level 1-trimester 18-point course should work on average 8 hours per week including contact hours - i.e., in the case of SPAN 112, students should allow for 7 hours of private study outside class time.

Readings

Essential texts: Bill Van Patten, James F. Lee and Terry L. Ballman, *¿Sabías que . . .?: Beginning Spanish*, 5th edition (McGraw Hill, 2008). The textbook is accompanied by two workbooks/laboratory manuals.

For the first two weeks of trimester all undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer, while postgraduate textbooks and student notes will be available from the top floor of VicBooks in the Student Union Building, Kelburn Campus. After week two all undergraduate textbooks will be sold from VicBooks and student notes from the Student Notes Distribution Centre on the ground floor of the Student Union Building.

Customers can order textbooks and student notes online at www.vicbooks.co.nz or can email an order or enquiry to enquiries@vicbooks.co.nz. Books can be couriered to customers or they can be picked up from the shop. Customers will be contacted when they are available.

Opening hours are 8.00 am – 6.00 pm, Monday – Friday during term time (closing at 5.00 pm in the holidays). Phone: 463 5515.

Assessment requirements

Assessment for SPAN 112 is as follows:

Written Test	20%
Assignment (300 words)	10%
Listening Comprehension Test 1	7.5%
Listening Comprehension Test 2	7.5%
In-class oral assessment	5%
Oral Test	10%
3-hour final written examination	40%

The relevant dates for the pieces of assessed work are detailed in the Course Programme. Corrected work will be handed out in classes. If not collected in class, students will be able to collect it from the SLC Reception area on the 6th floor of Von Zedlitz. Uncollected work will be destroyed 3 months after the date of the final written exam.

The test, written assignments and final examination measure students' competency in objectives (iv) to (vi) inclusive, as specified in section on Learning Objectives. The listening comprehension tests relate to objectives (i) and (ii), and the oral assessment and reading test relate to objective (iii).

Penalties

The due dates for the assignments given in the Course Programme must be adhered to. Although work may be accepted late in special circumstances, the Course Co-ordinator should always be contacted on or before the due dates if there is a problem. The penalty for work presented late without prior approval is a 5% deduction per day.

Please note that no work for assessment will be accepted after 23 October.

Mandatory course requirements

In order to pass SPAN 112, students are required to do the following, unless specific exemptions have been agreed to:

- (i) sit the written test on the date indicated;
- (ii) complete the written assignment by the due date;
- (iii) attend the oral test at the appointed time;
- (iv) sit the 3-hour final written examination.

Note that attendance at the oral tutorials is not a mandatory course requirement; nevertheless 5% of your final grade depends upon attending a minimum of 8 of these classes. A lower attendance will result in a reduced mark.

Presentation of assignments

Tidy presentation of assignments is essential. Work may be typed or neatly handwritten. Crossings-out indicate that a piece of work is still at draft stage. Allow space for corrections: leave a 4-centimetre margin and write on alternate lines (or double space if typing). Do not write in pencil. All assignments must include a cover sheet available from SLC Reception. Assignments are to be handed in to the Spanish Programme assignment slot located to the left of the SLC Reception area on the 6th floor of von Zedlitz. Please note that up to a maximum of 5% may be deducted for poorly presented assignments.

Student representatives and student evaluations

In the second week of lectures, staff will facilitate the election of a class representative. Student representatives are a valuable means of communication between teaching staff and students. In addition students can approach any member of staff individually to talk about the course as a whole, any particular aspect of it, or their own individual progress.

At the end of the course students may be asked to fill out questionnaires prepared by the University's Teaching and Development Centre. These questionnaires relate either to the course, or to an individual lecturer's contribution. They are an important part of the University's accountability process, and the results are helpful in the University's attempts to maintain and raise the standards of the education it offers.

Student club, student activities

All students of Spanish are encouraged to join the Spanish Club and to participate in the social and cultural events organised. A noticeboard for the Spanish Students' Club is in the Spanish library (VZ 606). Spanish newspapers and magazines are available in the Spanish Library and may be taken away, but should be signed for in the book, which is held in the Library.

Language Learning Centre (LLC)

The Language Learning Centre (Level 0, von Zedlitz Building) facilitates independent learning and supports the teaching of languages. The LLC is a friendly and supportive environment where you can immerse yourself in language and culture through access to a variety of multimedia language resources: everything from print, audio, DVDs, comprehensive computer software and access to live satellite TV in several languages.

Enjoy the freedom to choose and direct your own learning: you select the materials and activities that you find interesting, which help you meet your needs and suit your learning style. Make time to study at the LLC regularly and you will reap the rewards of higher academic success.

Come and visit the centre at any time for advice and assistance, and to study. It is open year-round, with extended hours during university semesters.

The Peer Assisted Study Support (PASS)

The Peer Assisted Study Support (PASS) programme offers informal weekly study groups in core courses. Led by students who have recently excelled in the course, PASS complements the formal teaching programme. Rather than giving answers, study group Leaders encourage active learning, helping you to develop effective strategies for success at university. Sign-up online in Week 2 (times will be posted on Blackboard): log in to Career Hub, then go to 'Events (Other)' to select your PASS time; PASS begins in Week 3.

For more information go to: http://www.victoria.ac.nz/st_services/slss/whats-on/pass.aspx

Academic integrity and plagiarism

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material

- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website:
<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

General university policies and statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the *Victoria University Calendar* or go to the Academic Policy and Student Policy sections on:

<http://www.victoria.ac.nz/home/about/policy>

The AVC (Academic) website also provides information for students in a number of areas including Academic Grievances, Student and Staff conduct, Meeting the needs of students with impairments, and student support/VUWSA student advocates. This website can be accessed at:

<http://www.victoria.ac.nz/home/about/avcacademic/Publications.aspx>

Course programme

Week	Date	Unit of <i>¿Sabías que...</i>	Class	Topic	Work for Assessment
1	July 13	Lección 10	Class 1	Introduction to the course Talking about how someone feels	
		Lección 10	Class 2	Reflexive Verbs <i>faltar</i> and <i>quedar</i> . The use of the Imperfect for habitual actions	
2	July 20	Lección 11	Class 1	Talking about relaxation (leisure activities): the Past Tense (Preterite)	
		Lección 11	Class 2	Narrating in the Past	
3	July 27	Lección 12	Class 1	Using both Preterite and Imperfect. Imperfect forms of verbs <i>ir</i> , <i>ser</i> and <i>ver</i>	
		Lección 12	Class 2	Telling others what to do (familiar <i>tú</i>) Telling others what not to do	
4	August 3	Lección 13	Class 1	Imperatives (<i>ustedes/vosotros</i>) Describing personalities	
		Lección 13/14	Class 2	Introduction to Present Perfect Present Perfect (continuation) More verbs with reflexive pronouns More adjectives to describe people	
5	August 10	Lección 14	Class 1	Introduction to the Conditional Tense and Past Subjunctive	AV TEST 1 (7.5%)
		Revisión	Class 2	AV Test 1 Direct and Indirect Object Pronouns: revision	Held in Class 2, 1st hour
6	August 17	Revisión	Class 1	Revision for written test	WRITTEN TEST (20%)
			Class 2	Written Test AV activities	Held in Class 2, 1st hour

MID-TRIMESTER BREAK (24 AUGUST 2009 - 6 SEPTEMBER 2009)

7	September 7	Lección 15	Class 1	Telling where things are: giving directions	
		Lección 15	Class 2	<i>Estar</i> + adverbs of location <i>Por</i> and <i>para</i>	
8	September 14	Lección 16	Class 1	Talking about clothing More on reflexive verbs	
		Lección 16	Class 2	Formal commands. Review of the conditional	
9	September 21	Lección 17	Class 1	Talking about professions The Subjunctive Mood (I)	WRITTEN ASSIGNMENT (10%) Due Thursday 24 September, 5pm
		Lección 17	Class 2	Talking about professions: qualities and abilities The Subjunctive Mood (II)	
10	September 28	Lección 18	Class 1	Introduction to the Simple Future tense	
		Lección 18	Class 2	The Subjunctive mood with expressions of uncertainty Talking about the future	
11	October 5	Lección 18	Class 1	AV Test 2 The Subjunctive Mood (III)	AV TEST 2 (7.5%) Held in Class 1, 1st hour
		Lección 18	Class 2	The Subjunctive Mood (III) (cont.) Revision	
12	October 12		Class 1	Revision for final exam FINAL ORAL TEST (No class 2 this week)	FINAL ORAL TEST (10%) (dates and times to be confirmed)

**FINAL WRITTEN EXAMINATION (40%) to be held during the Examination period: 27 October to 14 November.
Date and time to be advised.**