



**FACULTY OF HUMANITIES AND SOCIAL SCIENCES
SCHOOL OF LANGUAGES AND CULTURES**

**SPANISH AND LATIN AMERICAN STUDIES PROGRAMME
SPAN 315 SPANISH LANGUAGE 3A**

20 POINTS

TRIMESTER 1 2014

Please read through this material very carefully in the first week of the course, and refer to it regularly.

Trimester dates

Trimester dates: 3 March to 2 July 2014

Teaching dates: 3 March to 6 June 2014

Easter/Mid-trimester break: 18 April to 4 May 2014

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds. If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/students/study/exams/aegrotats.

Names and contact details

**Course Coordinator
and Lecturer:**

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School Office hours: 9.00am to 4.30pm Monday to Friday

**Contact Person for Māori
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Carolina Miranda is the Course Coordinator for SPAN 315, and she will teach the lectures and some tutorials. The other tutorial and the audiovisual classes will be taught by Teresa Neches. Staff are available for student consultation at times indicated on the doors of their offices.

Class times and locations

Lectures

Mondays 1.10pm-2.00pm in HM (Hugh MacKenzie) LT 001
and Wednesdays 1.10pm-2.00pm in MC (Maclaurin) LT 102

Tutorials (Oral Classes)

Monday 11.00am-11.50am in vZ (von Zedlitz) 515
OR Tuesday 3.10pm-4.00pm in OK (Old Kirk) 524
OR Wednesday 11.00am-11.50am in KP 22 (Kelburn Parade) 104

Audiovisual Classes

Monday 12noon-12.50pm in vZ (von Zedlitz) 510
OR Monday 3.10pm-4.00pm in vZ (von Zedlitz) 506
OR Wednesday 10.00am-10.50am in vZ (von Zedlitz) 515

Please note that audiovisual and oral classes start in the **second** week of the trimester.

Students must choose oral and audiovisual class groups by signing up using the S-cubed system, <https://signups.victoria.ac.nz>. You remain in your allotted group for the whole course, unless a change is authorised by the Course Co-ordinator.

Communication of additional information

The Spanish and Latin American Studies Programme noticeboard is in the corridor outside vZ515. Additional information or information on changes will be conveyed to students either via class, noticeboards, Blackboard, or email.

Prescription

SPAN 315 is an advanced level Spanish language course, which aims to develop students' competence in both spoken and written Spanish, building on work done in 200-level language courses. The course will include written exercises, reading and listening comprehension activities and oral practice.

Course learning objectives

SPAN 315 is a first-trimester 20-point practical course in Spanish Language for advanced-level students. The aim of the course is to further develop students' competence in both spoken and written Spanish to an advanced level. The teaching of the language is reinforced through written exercises, reading comprehension, oral and aural activities and set assignments. Emphasis is placed on improving students' ability to communicate in a variety of language registers, using a wide range of vocabulary from both Spain and Latin American countries.

Upon completion of the course, students will be able to:

- i. read and comprehend a variety of texts in Spanish;
- ii. understand Spanish spoken at reasonable speed by native speakers of both Peninsular and Latin American Spanish;
- iii. express ideas in both spoken and written Spanish on a wide range of topical issues with reasonable accuracy and fluency;
- iv. demonstrate a command of a wide range of vocabulary and grammatical structures;
- v. accurately translate short texts into English and into Spanish.

Teaching format

This course is delivered through two lectures, one tutorial and one audiovisual class per week. The lectures will mainly cover grammatical aspects of the Spanish language and the development of written skills, such as written comprehension, translation of texts, and development of advanced written expression in general. The tutorials will focus on the development of oral linguistic skills and the audiovisual classes will aim to develop listening comprehension skills. Both the tutorials and the audiovisual classes will require students' active participation in group exercises or activities.

Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:

- i. complete the assignments by the due dates;
- ii. sit the written tests on the dates indicated;
- iii. attend the oral test at the appointed time.

Workload

The University Assessment Handbook 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 one-trimester 20-point, 200-hour course should work on average 14 hours per week including contact hours - i.e., in the case of SPAN 315, 10 hours of private study outside class time. Some students will find they need to do more than this, especially if they are aiming to achieve high grades. A possible distribution of this time each week would be:

Class attendance	4 hours
Reading and reviewing class notes and homework	4 hours
Assignments for portfolio	2 hours
Audiovisual work	2 hours
Vocabulary and verb work	2 hours

Assessment

SPAN 315 is 100% internally assessed.

Assessment items and workload per item	%	CLO(s)	Due date
1 2 Assignments (1,200 words approx.)	15% each	i, iii, iv, v	10 April and 29 May
2 Written Test 1 (50 mins.)	15%	i, iii, iv, v	16 April
3 Written Test 2 (50 mins.)	25%	i, iii, iv, v	4 June
4 Audiovisual Test (50 mins.)	15%	ii, iv	Week 11, in AV class
5 Final Oral Test (15 mins.)	15%	ii, iii, iv	Week 12

Submission and return of work

All assignments must include a cover sheet provided or available from the SLC Office. Assignments are to be handed in to the Spanish and Latin American Studies Programme assignment slot located to the left of the SLC Office on the 6th floor of von Zedlitz. The Spanish and Latin American Studies Programme aims to return work within three weeks of the hand-in date.

Students will be able to collect marked work from the SLC Office on the 6th floor of von Zedlitz between the hours of 10am and 2pm each day. A Student ID card will need to be shown to collect work.

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.

Extensions and penalties

Extensions

Short extensions may be granted by the Course Coordinator for particular assignments if requested in writing prior to the hand-in date. Longer extensions will require appropriate supporting documentation.

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 Coordinator 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. In addition, please note that up to a maximum of 5% may be deducted for poorly presented assignments.

Please note that no work for assessment will be accepted after 20 June 2014.

Tests and impairments

The dates of the tests given in the Course Programme must be adhered to. You should always sit a test if possible, obtaining a medical certificate if you wish to claim impairment. If you sit the test but believe your performance has been radically affected by some medical or other factors, inform the Course Co-ordinator immediately. If you fail the test, you may be able to claim impairment.

If it is quite impossible to sit a test, for severe medical, personal or family reasons, you should do everything possible to notify the Course Co-ordinator, if necessary through an Administrator, before the test, or to get a friend or family member to do so on your behalf. Only in cases of severe illness or other exceptionally difficult circumstances, which must normally be documented, can the Programme consider allowing students to sit a test at a different time from that indicated.

Set texts

The textbook for SPAN 315 is *Prisma B2 – Avanza*. Both the student's text and the accompanying workbook will be used in the course and must be purchased by students.

Equipo Prisma (VVAA) Prisma B2 – Avanza – Libro del Alumno, Edinumen.

Azucena Encinas, Ana Hermoso and Alicia López, *Prisma B2 – Avanza – Libro de Ejercicios*, Edinumen.

Set texts can be purchased from Vic Books, Ground Floor Easterfield Building, Kelburn Parade. They can also be ordered online at www.vicbooks.co.nz. Orders and enquiries can be emailed to enquiries@vicbooks.co.nz.

Class Representative

A class representative will be elected in the first week, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students. Class reps will attend a meeting with the Head of School to discuss how the course is going and to raise any concerns or suggestions that they may have. You can find out more information on Class Representatives on the VUWSA website: www.vuwsa.org.nz

Language Learning Centre (LLC)

The Language Learning Centre (LLC) is the University's technology-rich, multimedia centre supporting language learning.

At the LLC you can practise and extend your language learning. You can:

- Find materials to support your language studies, including dictionaries, textbooks and graded readers.
- Study independently using language learning software, audio material and DVDs.
- Find a welcoming environment with services and events, and onsite assistance and support for languages
- Become a Language Buddy or find a conversation group.

Visit the LLC on Level 0, von Zedlitz Building and take a look at our website www.victoria.ac.nz/llc

Student feedback

Enhancements made to this course, based on the feedback of previous students, will be discussed in class or delivered via Blackboard.

Student feedback on University courses may be found at:

http://www.cad.vuw.ac.nz/feedback/feedback_display.php

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Aegrotats: www.victoria.ac.nz/students/study/exams/aegrotats
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Resolving academic issues: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Special passes: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Student Contract: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Subject Librarians: <http://library.victoria.ac.nz/library/resources/subjectcontacts.html>
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- VUWSA: www.vuwsa.org.nz

Course programme

<u>Semana</u>	<u>Fecha</u>	<u>Tema</u> (<i>Prisma B2 – Avanza</i>)	<u>Evaluación</u>
1	3 marzo	Unidad 1	
2	10 marzo	Unidad 1	
3	17 marzo	Unidad 2	
4	24 marzo	Unidad 2	
5	31 marzo	Unidad 3	
6	7 abril	Unidad 3	Tarea 1 (15%). Entrega: jueves 10, 16hs.
7	14 abril	Unidad 4	Prueba 1 (15%). Miércoles 16, en clase.
SEMANA SANTA Y RECESO DE MITAD DE TRIMESTRE (18 de abril – 4 mayo 2014)			
8	5 mayo	Unidad 4	
9	12 mayo	Unidad 5	
10	19 mayo	Unidad 5	
11	26 mayo	Unidad 6	Prueba audiovisual (15%) en la clase av habitual. Tarea 2 (15%). Entrega: jueves 29, 16hs.
12	2 junio	Unidad 6	Feriado (Cumpleaños de la Reina). Prueba 2 (25%). Miércoles 4, en clase. Prueba oral (15%). Hora y lugar a confirmar.