



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

**SPANISH AND LATIN AMERICAN STUDIES PROGRAMME
SPAN 401 ADVANCED SPANISH LANGUAGE**

30 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,
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Dr Miguel Arnedo-Gómez is the course co-ordinator, lecturer and tutor for SPAN 401. Members of staff are available for student consultation at times indicated on the doors of their offices.

Class times and locations

Tuesdays 9.00am-10.50am in vZ (von Zedlitz) 105

Thursdays 9.00am-9.50am in vZ (von Zedlitz) 101

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

This is an advanced-level course in Spanish language, which aims to improve students' proficiency in both written and spoken Spanish.

Course learning objectives

The objective of this course is to improve students' written and oral proficiency in Spanish at an advanced level. At the end of the course students should have a confident command of the Spanish language, and be able to:

- (i) comprehend Spanish spoken at normal speed by native speakers of both Peninsular and Latin American Spanish;
- (ii) express themselves correctly in different registers in both spoken and written Spanish with a high degree of fluency;
- (iii) understand and use complex sentence structures in both spoken and written Spanish;
- (iv) express themselves critically on a wide variety of cultural topics in written Spanish.

Teaching format

This course is delivered through three contact hours per week (one two-hour class and one one-hour class per week). The classes will cover advanced 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. 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, unless specific exemptions have been agreed to:

- (i) submit the assignments by the due dates;
- (ii) sit the written tests on the dates indicated;
- (iii) complete the oral presentation on the scheduled date;
- (iv) attend the oral test at the appointed time;
- (v) attend a minimum of 80% of all classes.

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 30-point, 300-hour course should work on average 20 hours per week including contact hours - i.e., in the case of SPAN 401, 17 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	3 hours
Reading and reviewing class notes and homework	5 hours

Written tests preparation	6 hours
Assignments	3 hours
Oral presentation preparation	2 hours
Oral practice for final oral test	1 hour

Assessment

SPAN 401 is 100% internally assessed.

Assessment items and workload per item	%	CLO(s)	Due date
1 2 written assignments (800 words approximately)	10% each	ii, iii, iv	31 April and 5 May
2 1 one-hour test	20%	ii, iii, iv	10 April
3 1 two-hour test	30%	ii, iii, iv	5 June
4 In-class oral presentation	15%	i, ii, iii	23 May
5 Oral Test	15%	i, ii, iii	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. Coursework is generally returned within two weeks of submission. Uncollected work will be destroyed 3 months after the date of the final written test.

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 lecturers will provide materials for the course some of which will be taken from *Método de español para extranjeros: Prisma Consolidada* (C1; Madrid: Edinumen, 2006). In particular, use will be made of up-to-date materials from newspapers, magazines, television and a variety of other sources in Spanish. Material will also be supplied from different grammar books.

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

Response to feedback for this course 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 2014

Week	Date	Lecturer	Notes and key dates
1	3 March	MAG	Classes start this week.
2	10 March	MAG	
3	17 March	MAG	
4	24 March	MAG	
5	31 March	MAG	ASSIGNMENT 1 (10%): Due Monday 31 March, 4pm.
6	7 April	MAG	WRITTEN TEST 1 (20%), Thursday 10 April: Held in the scheduled class (1 hour test).
7	14 April	MAG	Assignment 1 Feedback.
EASTER AND MID-TRIMESTER BREAK (18 April - 4 May 2014)			
8	5 May	MAG	ASSIGNMENT 2 (10%): Due Monday 5 May, 4pm.
9	12 May	MAG	
10	19 May	MAG	ORAL PRESENTATIONS (15%), Tuesday 20 May Held in the scheduled class.
11	26 May	MAG	Assignment 2 and Oral Presentations Feedback.
12	2 June	MAG	WRITTEN TEST 2 (30%), Tuesday 3 June: Held in the scheduled class (2 hour test).
			FINAL ORAL TESTS (15%), Thursday 5 June: Held in the scheduled class.