PELLISSIPPI STATE COMMUNITY COLLEGE
MASTER SYLLABUS

TECHNICAL SPANISH
SPAN 1000

Class Hours: 3.0                  Credit Hours: 3.0
Lab Hours: 0.0                   Revised: Spring 2011

Catalog Course Description:
Beginning-level Spanish with focus on functional use of the language in specific contexts: for medical personnel, police, day-care personnel, other businesses, etc.

Entry Level Standards:
Completion of READ 0800 and ENGL 0800, modules 0801-0805 for each.

Prerequisites:
None

Textbook(s) and Other Course Materials:
Vary according to course focus and content

I. Week/Unit/Topic Basis:

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-14</td>
<td>Activities, grammar and vocabulary vary according to the group’s needs: Spanish for medical personnel, law enforcement, business, daycare workers, etc. The amount of material covered will vary.</td>
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<tr>
<td>15</td>
<td>Final Exam Period</td>
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II. Course Goals*:
This course is designed to be offered upon demand to professional groups in the community who need Spanish communication skills in their specific areas. The focus will be functional. Along with emphasis on specific vocabulary, are the following general course objectives:

A. Build listening comprehension: understand the gist of a conversation between native speakers, understand basic questions asked by a native speaker. I.1

B. Develop speaking skills: communicate using conversation fundamentals effectively: simple declarative sentences, questions, basic vocabulary. I.4, I.5

C. Develop reading comprehension: read and understand the gist of simple articles in newspapers, magazines, etc. I.6

D. Develop writing skills: write simple sentences and basic questions in the present tense in
Spanish. I.3, I.5

E. Expand cultural sensitivity: acquire a respect for differences in language, people, and traditions. III.2, IV.3, IV.5

*Roman numerals after course objectives reference TBR’s general education goals.

III. Expected Student Learning Outcomes*:

The student will be able to:

1. React and respond appropriately to basic oral conversation in Spanish. A, B
2. Pronounce correctly Spanish text. B, C
3. Use basic oral Spanish in a conversation with native speakers by answering correctly basic questions. A, B
4. Use correct declarative and interrogative intonation in Spanish. B
5. Use Spanish vocabulary to obtain essential goods and services. B
6. Read and translate simple pertinent articles from Spanish to English. C
7. Write elementary compositions using simple sentences and basic questions in the present tense in Spanish. D
8. Fill out basic forms in Spanish, depending on course focus. D
9. Demonstrate understanding of the difference in structure between English and Spanish. D
10. Exhibit respect for the cultural and linguistic differences of various people. E

* Capital letters after Expected Student Learning Outcomes reference the course goals listed above.

V. Evaluation:

A. Testing Procedures: 80% of grade

Exams ............... 40%
Quizzes/Homework ... 30%
Final Exam .......... 10%

B. Laboratory Expectations: 10% of grade

Depending on the focus of the course and materials involved, students will do online homework, listen to DVDs or CDs, etc.

C. Field Work:

When feasible, some assignments may require attendance at a focus group facility (hospital, bank, day care center, etc.)

D. Other Evaluation Methods: 10% of grade

Class preparation and attendance.
Class participation grade will reflect not only how much the student participates in class but also
preparation for class, involvement in class activities, and attendance.

E. Grading Scale:

   - A  90-100
   - B+ 87-89
   - B  80-86
   - C+ 77-79
   - C  70-76
   - D  60-69
   - F  Below 60

VI. Policies:

A. Attendance Policy:

   Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of the Learning Division, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of the Learning Division.

B. Academic Dishonesty:

   Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:
   • Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
   • Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
   • Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one’s own work.
   • Taking an exam for another student.
   • Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
   • Any of the above occurring within the Web or distance learning environment.

C. Accommodations for disabilities:

   Students who need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Services for Students with Disabilities (SSWD) in order to receive accommodations in this course. Services for Students with Disabilities may be contacted by going to Goins 127, 132, 134, 135, 131 or by phone: 539-7153 or TTY 694-6429. More information is available at www.pstcc.edu/departments/swd/.