



SPA 102: Elementary Spanish II

Course and Faculty Information

Course Description:

SPA 102 is the second of a four-semester sequence in Spanish as a second language at ASU designed for students who have taken Spanish 101 or who were placed into this course through the placement test.

Credits: 4

Prerequisites: SPA 101

Instructor: Carlos A. Vargas

Contact Info: cavarga3@asu.edu | (602) 428-1060

Office: FAB N204

Office Hours: <https://asu.zoom.us/j/3068403791> | Wednesdays 4:00-5:00 pm and by appointment

Learning Objectives

- Students will be able to talk in complete and correct phrases and sentences.
- Students will be able to write complete sentences and paragraphs in a comprehensible way.
- Students will read and understand basic texts.
- Students will understand authentic documents and be able to discuss them.
- Students will be able to narrate and communicate personal experiences.
- Students will be able to conduct brief conversations on everyday topics.

Learning Outcomes

In accordance with the American Council on the Teaching of Foreign Languages' (ACTFL) Proficiency Guidelines, Spanish 102 seeks to increase students' Spanish-speaking ability to an novice-mid range to novice-high range proficiency level via the Course Objectives outlined below. People with elementary level proficiency are able to handle successfully a variety of uncomplicated communicative tasks in straightforward social situations. Conversation is generally limited to those predictable and concrete exchanges necessary for survival in the target culture. These include

personal information related to self, family, home, daily activities, interests and personal preferences, as well as physical and social needs, such as food, shopping, travel, and lodging. Elementary speakers are able to express personal meaning by creating with the language, in part by combining known elements and conversational input to produce responses typically consisting of sentences and strings of sentences.

<https://www.actfl.org/resources/actfl-proficiency-guidelines-2012/spanish>.

Gold Learning Outcomes

This course fulfills the ASU **Humanities, Arts and Design** General Studies requirement. Students completing a Humanities, Arts and Design course will be able to:

1. Analyze cultural creations or practices in historical or contemporary context.
2. Interpret the formal, aesthetic, and creative elements in literary, visual, or cultural texts.
3. Articulate relationships among tradition, innovation, individual creativity, and communal expression in cultural creations or practices.
4. Communicate narratives, ideas, or arguments using such elements as evidence, creativity, and critical thinking.

Required Textbooks

Lord, Gillian, et al. (2022). Contraseña 5.0 | Lingro Learning.

You can purchase your book/access code at the ASU Bookstore or online at LingroLearning (<https://lingrolearning.com>). If you pick the online option, you will have a choice between an 8-week and a 16-week access code. The only difference between them is the length of time and you **ONLY NEED ONE**. Students pick the length of time that better suits their educational needs.

Text Material Covered

Chapters 7-12

Course Access

Your ASU courses can be accessed by both my.asu.edu and canvas.asu.edu; bookmark both in the event that one site is down. Your supersite can be accessed by <https://www.lingrolearning.com/>

Computer Requirements

This is an iCourse; therefore, it requires a computer with internet access and the following technologies:

- Web browsers ([Chrome](#), [Mozilla Firefox](#), or [Safari](#))
- [Adobe Acrobat Reader](#) (free)
- [Adobe Flash Player](#) (free)
- Webcam, microphone, headset/earbuds, and speaker
- Microsoft Office ([Microsoft 365 is free](#) for all currently-enrolled ASU students)

- Reliable broadband internet connection (DSL or cable) to stream videos.

Note: A smartphone, iPad, Chromebook, etc. will not be sufficient for completing your work in ASU Online courses. While you will be able to access course content with mobile devices, you must use a computer for all assignments, quizzes, and virtual labs.

Attendance & Participation

Regular and consistent class attendance is expected and essential for successful completion of the course. In an online course your attendance and participation are completing all assigned activities on time. You **MUST** log in daily and work towards your goals in order to be successful.

Help

For technical support, use the Help icon in the black global navigation menu in your Canvas course or call the ASU Help Desk at +1 (855) 278-5080. Representatives are available to assist you 24 hours a day, 7 days a week.

Student Success

To be successful:

- check the course daily
- read announcements
- read and respond to course email messages as needed
- complete assignments by the due dates specified
- communicate regularly with your instructor and peers
- create a study and/or assignment schedule to stay on track

Grading Criteria

The course has the following weighted categories:

Category	Percentage Points	
Tarea	35%	350
Pruebas	20%	200
Vlogs	20%	200

Proyecto Comunitario	10%	100
Examen Final	15%	150
TOTAL	100%	1000

Tarea

Students may turn in assignments late but a 10% penalty will be assessed for every 24 hours the assignment is late. No exceptions! Please plan accordingly. Failure to provide accurate and appropriate documentation of an emergency in a timely manner will result in a grade of 0. It is the student's responsibility to notify the instructor through email if an assignment was handed in late and is ready for feedback. Please follow the appropriate University policies to request an accommodation for religious practices or to accommodate a missed assignment due to University-sanctioned activities.

Pruebas

You will have 6 tests over material covered. Your lowest test score will be dropped. NOTE: There are NO MAKE-UPS. If a test is missed due to a documented police, court, or medical emergency of your own, you must provide appropriate, verifiable documentation in order for an accommodation to be granted. You have 90 minutes to answer each test. If you want to make full use of your time you need to begin at least 90 minutes before the deadline as the test will close automatically at 11:59pm even if your 90 minutes have not passed.

Vlogs

The class will engage in module discussions on a variety of topics. Students will post 6 video blogs on everyday and personal interests within module framework. These video blogs or vlogs are meant to provide an informal and flexible space for you to practice your target language. Please be mindful of the deadlines as these cannot be made up. Vlogs CANNOT be uploaded to Canvas. Students must recorded directly to Canvas or upload a link.

Proyecto Final

The final vlog is a community project where the student chooses a topic of interest to further elaborate. The final vlog is a place to demonstrate command of your target language. It will be due the final week of class and like Module Vlogs it CANNOT be uploaded to Canvas. Students must recorded directly to Canvas or upload a link.

Examen Final

The course requires a comprehensive exam which takes place at the end of the session.

Grading

Your grade will be determined based on the following grading schema:

Grade	Percentage
A+	100% - 97%
A	<97-94%
A-	<94-90%
B+	<90-87%
B	<87-84%
B-	<84-80%
C+	<80-77%
C	<77-70%
D	<70-60%
E	<60%

Submitting Assignments

All assignments, unless otherwise announced, **MUST** be submitted to the designated area of Canvas. Do not submit an assignment via email.

Grading Procedure

Grades reflect your performance on assignments and adherence to deadlines. Grades on assignments will be available within 72 hours of the due date in the Gradebook.

Late or Missed Assignments

Notify the instructor **BEFORE** an assignment is due if an urgent situation arises and you are unable to submit the assignment on time.

Follow the appropriate University policies to request an [accommodation for religious practices](#) or to accommodate a missed assignment [due to University-sanctioned activities](#).

Communicating With the Instructor

Community Forum

This course uses a discussion topic called "Community Forum" for general questions and comments about the course. Prior to posting a question or comment, check the syllabus, announcements, and existing posts to ensure it's not redundant. You are encouraged to respond to the questions of your classmates.

Email questions of a personal nature to your instructor. You can expect a response within 72 hours.

Email

ASU email is an [official means of communication](#) among students, faculty, and staff. Students are expected to read and act upon email in a timely fashion. Students bear the responsibility of missed messages and should check their ASU-assigned email regularly.

All instructor correspondence will be sent to your ASU email account.

Academic Integrity

Academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification, and dismissal. For more information, see <http://provost.asu.edu/academicintegrity>.

Additionally, required behavior standards are listed in the Student Code of Conduct and Student Disciplinary Procedures (<http://www.asu.edu/aad/manuals/ssm/ssm104-01.html>), Computer, Internet, and Electronic Communications Policy (<http://www.asu.edu/aad/manuals/acd/acd125.html>), and outlined by the Office of Student Rights & Responsibilities (<https://eoss.asu.edu/dos/srr>). Anyone in violation of these policies is subject to sanctions.

According to the Student Academic Policy, ALL work completed in Spanish classes must be the work of the student. The following constitute a violation of the Academic Integrity Policy and will be sanctioned accordingly:

- Cheating on exams (by using your textbook, crib sheets, electronic devices, classmates or any other form).
- Plagiarism (Even when quoting from the book or text in the exam, you must use your own words). KEEP IN MIND that having anyone else write all or even part of your work for you is considered plagiarism because the work that you hand in and which bears your name will not truly be your own. This also goes for using any sort of translation service, including online translators such as Google Translate, to translate more than individual words for you.
- Refrain from uploading to any course shell, discussion board, or website used by the course instructor or other course forum, material that is not the student's original work, unless the students first comply with all applicable copyright laws; faculty members reserve the right to delete materials on the grounds of suspected copyright infringement.

Sanctions

- Any student who violates the academic integrity policy will receive 0 on the assignment/exam in question.
- The second offense will result in 0 for the entire assignment category (i.e. exam, compositions)
- The third offense will result in a final grade of XE in the course.

You are required to abide by ASU's Academic Integrity Policy. Please go to the following link to get all the required information: <http://provost.asu.edu/academicintegrity/policy/StudentObligations>

Missed Classes Due to University-Sanctioned Activities

Students who participate in university-sanctioned activities that require classes to be missed, shall be given opportunities to make up examinations and other graded in-class work. However, absence from class or examinations due to university-sanctioned activities does not relieve students from responsibility for any part of the course work required during the period of the absence. The provost of the university or designee shall determine, for the purposes of this policy, whether a particular event qualifies as a university-sanctioned activity. See ACD 304-02.

Accommodation for Religious Practices

The university community should in all its activities be sensitive to the religious practices of the various religious faiths represented in its student body and employees. Faculty are asked to recognize the obligations of their students who may be participating in the observance of religious holidays. (See the Council of Religious Advisors for more information about various religious holidays.) Students should notify faculty at the beginning of the semester about the need to be absent from class due to religious observances. Board of Regents policy prohibits discrimination against any student, employee, or other individual because of such individual's religious belief or practice, or any absence thereof. See ACD 304-04.

Student Code of Conduct

Students are entitled to receive instruction free from interference by other members of the class. An instructor may withdraw a student from the course when the student's behavior disrupts the educational process per Instructor Withdrawal of a Student for Disruptive Classroom Behavior. Students are expected to act in accordance with the Student Code of Conduct. This includes, but is not limited to, NOT "endangering, threatening, or causing harm to any member of the university community or to oneself or causing reasonable apprehension of such harm."

For detailed information about the Student Code of Conduct and Student Disciplinary Procedures, please refer to: <http://www.asu.edu/aad/manuals/sta/sta104-01.html>

The Office of Student Rights and Responsibilities accepts incident reports from students, faculty, staff, or other persons who believe that a student or a student organization may have violated the Student Code of Conduct.

You are required to communicate in a respectful, courteous and professional manner at all times with your fellow classmates and with your instructor. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Appropriate online behavior (also known as netiquette) is defined by the instructor and includes keeping course discussion posts focused on the assigned topics. Inappropriate discussion board posts may be deleted by the instructor. Remember that discussion boards are not chat rooms, and emails to your instructor are not text messages. Posting, sending or speaking inappropriate, rude or offensive content will not be tolerated and can result in the loss of points.

Use of Personal Electronic Devices in the Classroom

Using personal electronic devices in the classroom setting can hinder instruction and learning, not only for the student using the device but also for other students in the class. To this end, the University establishes the right of each faculty member to determine if and how personal electronic devices are allowed to be used in the classroom. For complete information, please reference:

<http://www.asu.edu/aad/manuals/acd/acd125.html#Requirements>

- No cell phones or electronic devices shall be **visible/audible** during class.
- Electronic dictionaries are not permitted during class time.
- Use of computers in class is prohibited without special permission of the instructor.

Establishing a Safe Environment

Learning takes place best when a safe environment is established in the classroom. In accordance with SSM 104-02 of the Student Services Manual, students enrolled in this course have a responsibility to support an environment that nurtures individual and group differences and encourages engaged honest discussions. The success of the course rests on your ability to create a safe environment where everyone feels comfortable to share and explore ideas. We must also be willing to take risks and ask critical questions. Doing so will effectively contribute to our own and others intellectual and personal growth and development. We welcome disagreements in the spirit of critical academic exchange, but please remember to be respectful of others' viewpoints, whether you agree with them or not.

All incidents and allegations of violent or threatening conduct by an ASU student (whether on- or off-campus) must be reported to the ASU Police Department (ASU PD) and the Office of the Dean of Students. If either office determines that the behavior poses or has posed a serious threat to personal safety or to the welfare of the campus, the student will not be permitted to return to campus or reside in any ASU residence hall until an appropriate threat assessment has been completed and, if necessary, conditions for return are imposed. ASU PD, the Office of the Dean of Students, and other appropriate offices will coordinate the assessment in light of the relevant circumstances.

Mental Health

As a student, like anyone else, you may experience a range of challenges that can interfere with learning, such as strained relationships, increased anxiety, substance use, feeling down, difficulty concentrating and/or lack of motivation. These emotional health concerns or stressful events may diminish your academic performance and/or reduce your ability to participate in daily activities. ASU Counseling Services provides counseling and crisis services for students who are experiencing a mental health concern. Any student may call or walk-in to any ASU counseling center for a same day or future appointment to discuss any personal concern. Here is the Web site: eoss.asu.edu/counseling. After office hours and 24/7 ASU's dedicated crisis line is available for crisis consultation by calling 480-921-1006.

Harassment Prohibited

ASU policy prohibits harassment on the basis of race, sex, gender identity, age, religion, national origin, disability, sexual orientation, Vietnam era veteran status, and other protected veteran status.

Violations of this policy may result in disciplinary action, including termination of employees or expulsion of students. Contact the professor if you are concerned about online harassment of any kind, and he/she will put you in contact with the Dean of Students office.

Title IX

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at <https://sexualviolenceprevention.asu.edu/>.

“As a mandated reporter, I am obligated to report any information I become aware of regarding alleged acts of sexual discrimination, including sexual violence and dating violence. ASU Counseling Services, <http://eooss.asu.edu/counseling>, is available if you wish to discuss any concerns confidentially and privately.”

Statement on Inclusion

Arizona State University is deeply committed to positioning itself as one of the great new universities by seeking to build excellence, enhance access and have an impact on our community, state, nation and the world. To do that requires our faculty and staff to reflect the intellectual, ethnic and cultural diversity of our nation and world so that our students learn from the broadest perspectives, and we engage in the advancement of knowledge with the most inclusive understanding possible of the issues we are addressing through our scholarly activities. We recognize that race and gender historically have been markers of diversity in institutions of higher education. However, at ASU, we believe that diversity includes additional categories such as socioeconomic background, religion, sexual orientation, gender identity, age, disability, veteran status, nationality, and intellectual perspective.

Trigger Warning

Please note that some course content may be deemed offensive by some students, although it is not my intention to offend anyone. In addition, some materials that we link with online might also be considered offensive, troubling, or difficult to review in terms of language or graphics. I attempt to provide warnings when introducing this kind of material; yet if I forget to do so, or if something else (in my materials or posts from fellow students) seems offensive, please contact me so we can address the situation and find a suitable alternative.

Prohibition of Commercial Note-Taking Services

In accordance with ACD 304-06 Commercial Note Taking Services, written permission must be secured from the official instructor of the class in order to sell the instructor's oral communication in the form of notes. Notes must have the notetaker's name as well as the instructor's name, the course number, and the date.

Accessibility Statement

If you have specific physical, psychiatric or learning disabilities and require accommodations, please let your instructor know early in the course so that your learning needs may be met appropriately. You will need to provide documentation of your disability to the Disability Resource Center.

To make our courses accessible, we use tools that are compliant with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act as amended (ADAAA) of 2008.

Professional disability specialists and support staff at the Disability Resource Center (<https://eoss.asu.edu/drc>) facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities.

Qualified students with disabilities may be eligible to receive academic support services and accommodations. Eligibility is based on qualifying disability documentation and assessment of individual need. Students who believe they have a current and essential need for disability accommodations are responsible for requesting accommodations and providing qualifying documentation to the DRC. Every effort is made to provide reasonable accommodations for qualified students with disabilities.

Qualified students who wish to request accommodation for a disability should contact the DRC by going to <https://eoss.asu.edu/drc>, calling (480) 965-1234 or emailing DRC@asu.edu. To speak with a specific office, please use the following information:

Downtown Phoenix Campus
602-496-4321 (Voice)

Polytechnic Campus
480-727-1165 (Voice)

West Campus
602-543-8145 (Voice)

Tempe Campus
480-965-1234 (Voice)

Drop and Add Dates/Withdrawals

This course adheres to a compressed schedule and may be part of a sequenced program, therefore, there is a limited timeline to drop or add the course (see the ASU Academic Calendar: <https://students.asu.edu/academic-calendar>). Consult with your advisor and notify your instructor to add or drop this course. If you are considering a withdrawal, review the following ASU policies:

Withdrawal from Classes (<http://www.asu.edu/aad/manuals/ssm/ssm201-08.html>),

Medical/Compassionate Withdrawal (<http://www.asu.edu/aad/manuals/ssm/ssm201-09.html>), and Grade of Incomplete (<http://www.asu.edu/aad/manuals/ssm/ssm203-09.html>).

Please keep in mind that you can only receive an Incomplete, if you have completed at least 90% of the work with a satisfactory grade and you have a documented emergency that prevents you from completing the final assignment or exam in the course.

Grade Appeals

Grade disputes must first be addressed by discussing the situation with the instructor. If the dispute is not resolved with the instructor, the student may appeal to the department chair per the University Policy for Student Appeal Procedures on Grades (<https://catalog.asu.edu/appeal>).

ASU Course Evaluation

Students are expected to complete the ASU course evaluation. The feedback provides valuable information to the instructor and the college and is used to improve student learning. Students are notified when the online evaluation form is available.

Syllabus Disclaimer

The syllabus is a statement of intent and serves as an implicit agreement between the instructor and the student. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. Remember to check your ASU email and the course site often.

Calendar

Module	Assignments	<u>Due date (11:59pm)</u>
1	La salud Tarea 1 Vlog 1 Prueba 1	October 23
2	¿Qué comiste ayer? Tarea 2 Vlog 2 Prueba 2	October 30
3	¿Cómo te cuidas? Tarea 3 Vlog 3 Prueba 3	November 6
4	¿En qué estás trabajando? Tarea 4 Vlog 4 Prueba 4	November 13
5	¿Qué ropa le recomiendas? Tarea 5 Vlog 5 Prueba 5	November 20
6	¿Cómo era ese lugar? Tarea 6 Vlog 6 Prueba 6	November 27
7	Examen Final Proyecto Final	December 4