



EAST TENNESSEE STATE  
UNIVERSITY

College of Arts and Sciences  
*Department of Literature and Language*

## SPAN 2020 : Intermediate Spanish II Primavera 2021

Department of Literature and Language Students with no experience in a foreign language are encouraged to register in 1010. For students with prior experience in a foreign language, please follow the guidelines below for **French, German or Spanish**: ETSU is now offering a Foreign Language Placement Exam in the testing center, located inside Sherrod Library. To schedule an appointment to take the exam, go to the following webpage: [www.etsu.edu/testing](http://www.etsu.edu/testing). Then choose “Proficiency Exams” > “Foreign Language Placement Exam.” Once you complete the exam, you will receive instructions on how to obtain a permit into the appropriate course. If you have any questions, do not hesitate to contact the Spanish Language Program Coordinator, Liv Detwiler at [detwiler@etsu.edu](mailto:detwiler@etsu.edu).

### SPECIFIC COURSE AND INSTRUCTOR DETAILS:

- **Instructor:** Katrina Heil
- **Email:** [heil@etsu.edu](mailto:heil@etsu.edu); Email responses within 24 hours (weekdays)
- **Office Hours:** MW 9:00-10:00; or by appt. (Contact instructor by email for admission into Zoom.)
- **Zoom link for Office Hours:** <https://etsu.zoom.us/j/93011783287>
- **Facetime:** [katrinaheil@icloud.com](mailto:katrinaheil@icloud.com)

**COURSE MATERIALS:** The following are required materials for the course. You will need the Internet to access D2L, your university email and access to the online workbook materials.

### Required Text:

*Facetas; Nivel intermedio / Curso breve*, (Access to VHL-Central for online homework - one semester access). 5<sup>th</sup> Edition. (2020). Vista Higher Learning, Boston, MA. José A. Blanco. ISBN 978-1-54330-135-9.

- **You will need access to Supersite Plus, which includes the digital textbook and WebSAM activities. You do not need a physical copy of the textbook to complete the work assigned in this course.**
- You may purchase the book directly from Vista here: <https://vistahigherlearning.com/school/etsu/>
- **If you are waiting on financial aid to purchase the book**, let your instructor know immediately. You can be given access to the book and online materials through a grace period.

### Register for our course in VHL here:

[https://www.vhlcentral.com/section/37141e6b-2622-4c30-bbb7-c1855c75e258/student\\_instructions](https://www.vhlcentral.com/section/37141e6b-2622-4c30-bbb7-c1855c75e258/student_instructions)

- Our course is identified on VHL as “SPAN 2020 Heil Spring 2021”
- Should you encounter problems, consult the detailed registration instructions on D2L (Important Course Documents)

### Recommended resources:

1. An English-Spanish Dictionary *and/or* online at: [Word reference online dictionary](#)
2. Website for verb conjugations: [Verb conjugation website](#)

### Flipgrid access:

- Follow the links in Important Course Documents in D2L to access video conversations in Flipgrid. Sign in with your E#.
- *Most students find the Flipgrid app for iOS or Android the easiest way to use it.* If you use Flipgrid on the computer, it works best with Chrome on Mac or Edge on a PC.
- The **Flipgrid code** for all assigned conversations (grids) in our class is **heil2020**.

### COURSE DESCRIPTION:

This course will be delivered 100% online. All assignments, video/audio links, course materials, and homework can be accessed through D2L and the VHL-Central website <https://www.vhlcentral.com/>. The link to D2L is: [clearn.etsu.edu/d2l/home](https://clearn.etsu.edu/d2l/home) Sign in with your ETSU User ID and password.

Spanish 2020 is the fourth course in ETSU's lower level Spanish sequence. In this course we will review all major grammar concepts in Spanish, while acquiring new, relevant vocabulary and increasing speaking and listening skills. By the end of this course students should have gained an intermediate level of proficiency in Spanish. You must earn a C- in this course in order to advance to the 3000 level in Spanish and/or to satisfy the College of Arts and Science's Foreign Language requirement for the B.A.

**Reliable online access:** A computer with the capacity for **video chat** as well as **audio recording** for VHL-Central assignments. Note: while video chat works well on smartphones and tablets, the audio recordings on VHL-Central may not. If you do not own a computer or device with these capabilities, there are computer labs available on ETSU campus. Contact OIT for help. **We all know that issues with technology sometimes arise. Be sure to begin assignments with plenty of time to resolve technical difficulties so as to avoid the stress and mayhem of a last-minute glitch preventing you from completing your work well and on time.**

**SOFTWARE and HARDWARE support during COVID:** ETSU may be able to help you get a hold of the equipment/access you need to be successful during an online semester. Furthermore, you may access wifi on ETSU campus at any time. If you need a laptop, hotspot, mic, camera or headset, please consult this website: <https://www.etsu.edu/its/remote-delivery/hardware.php>

**Important information about the nature of an online class:** **This is an asynchronous online course.** This means that we will not be meeting in class or via Zoom at regular times. It is your responsibility to purchase the book as soon as possible since we will have activities due the first week. **If you are waiting on financial aid to purchase the book, let your instructor know RIGHT AWAY. Your instructor can give you access to the book and materials for free through a grace period.**

You will have between 10-20 activities due per week. The due dates are always on Sundays at midnight but I encourage you to do the activities on a daily basis. You are expected to study an average of 2 to 3 hours a day. There will be other assignments due also such as exams, oral exam, composition, midterm and final exam.

**Students are expected to include accent marks and other special characters in all typed assignments.** To learn how to type accent marks from a variety of platforms, consult this website:

<https://www.spanishdict.com/guide/how-to-type-spanish-accent-and-letters>. Cengage MindTap has a toolbar towards the top of each activity that can be used to insert accented letters into online activities, quizzes and exams.

### **You should complete the following activities every week:**

1. Log into D2L:
  - Check News on our homepage for important announcements.
  - Review the checklist for the week under "Content" to track progress towards completion of the week's assignments.
  - Review the Calendar for upcoming larger assignments and plan accordingly.
  - Participate in the week's Discussions (assigned every week except during midterms and finals).
  - Look at any "Additional Materials" for extra practice and explanations of grammar.
2. Log into MindTap:
  - Read assigned sections in the textbook, watch video tutorials, use flashcards, and study material for that week.
  - Work on assignments, including Chapter Exams, for that week.
3. Follow links and participate in Flipgrid:
  - a. Upload your video responses in assigned topics (assigned every week except during midterms and finals).

**GRADE DISTRIBUTION:** The final grade in this course will be determined from the following components. Descriptions of each follow:

<u>Where?</u>	<u>Assignment</u>	<u>% final grade</u>
VHL Central	Online Homework	20%
VHL Central	Chapter Exams (4)	10%
D2L	Discussions	10%
Flipgrid	Flipgrid Video Conversations	10%
VHL Central	Midterm Exam	10%
VHL Central	Final Exam	10%
D2L	Writing Assessments (2)	10%
Zoom	Final Oral Interview	10%
D2L, Email	Participation (checklists, communication, and engagement)	10%
Total		100%

### EVALUATION:

- 1. Online homework (20%):** Assignments must be completed by midnight on the due date to receive credit. The *Activities* can be accessed at the VHL-Central website, <https://www.vhlcentral.com/>. Although homework for each chapter is due on Sunday at midnight every week, it is in your best interest—not only for time management but also for comprehension and practice—to do the assignments for a given concept soon after it is covered in the ebook tutorials, instead of all at once the day they are due. *Your score will be deducted by 20% for every day that assignments are late.*

You have 3 attempts for the homework, except for these types of activities: True/false activities, other multiple-choice activities with only 2 choices, open response activities, recording and chat activities, instructor graded assessments (with an apple Icon), pruebas de práctica, exams
- 2. Chapter Exams (10%):** There will be a total of **four exams** on VHL-Central, <https://www.vhlcentral.com/>. You will have 120 minutes to complete the exam and will be allowed 1 attempt. The dates for all exams are indicated on the schedule and the Assignment Calendar on VHL-Central. **Late exams will not be accepted.** The lowest graded exam will be dropped.
- 3. Discussions (10%):** Discussions are your opportunity to practice Spanish in writing with your classmates and instructors. Prolific participation is encouraged. The only rule is: **no English!** Discussion topics are assigned for each week of class except during midterms and finals. **At a minimum, you are required to post ONE question AND respond to ONE question from your peers or instructor each week.** You will receive a higher grade for posting and responding to **more** than the minimum requirement and with a number of different people in the class. Discussions will account for 10% of the final grade. Consult the Discussions grading rubric available on D2L for a more detailed breakdown of how your Discussions will be graded. *Your score will be deducted by 20% for every day that Discussion posts are late.*
- 4. Flipgrid videos (10%):** Video conversations are an opportunity to practice speaking and listening to your peers and professor in Spanish. It is a lot of fun! Follow the links in D2L Content to access **Flipgrid**. Earn credit by posting videos in response to assigned topics for each chapter. **There will be 1-2 topics per week (except during midterms and finals) due each Sunday at midnight.** This is a worry-free assignment. You get full credit for participating, not for having perfect Spanish. **The only requirement is that you respond to all assigned topics with complete sentences and don't use English.** *Your score will be deducted by 20% for every day that video posts are late.*
- 5. Midterm Exam (10%):** **The midterm exam will be taken online on VHL-Central and it will be available from March 1-7 at midnight.** You will have 180 minutes to complete the exam and will be allowed 1 attempt. The midterm exam will cover chapters 1, 2 and 3 (all inclusive). **The midterm exam must be complete by 11.59 pm March 7, 2021. At this time, your exam will automatically be submitted, even if you have not finished. The midterm exam will not be accepted late.**
- 6. Final Exam (10%):** **The final exam will be taken online on VHL-Central. It will be available from April 26 – May 5 at midnight.** You will have 180 minutes to complete the exam and will be allowed 1

**attempt.** The Final is comprehensive and will cover all the material contained in the textbook from Lesson 1 through Lesson 6. **The final exam must be completed by 11:59 pm May 5th, 2010. At this time, your exam will automatically be submitted, even if you have not finished. The final exam will not be accepted late.**

7. **Writing Assessments (10%):** There will be two short writing assignments from the textbook. Each is worth 5% of the final grade. See the calendar below for due dates. Instructions and the topic are found on D2L. The compositions must contain at least **15 lines** and you have **90 minutes** to complete the assessment, **only one attempt.** The assessment is protected with a **Lockdown Browser** but you can use a regular dictionary to complete the composition. All accent marks must be typed. **Online translators are PROHIBITED.** Use of these programs is considered cheating and you could be subjected to serious disciplinary penalties (see ETSU honor code). Use of dictionaries for specific words is allowed. **No late writing assessments will be accepted.**
8. **Final Oral interview (10%):** The final oral interview must be completed during **Semana 14. Don't be nervous!!** You will earn a high grade if you speak Spanish with me. Grammar need not be perfect. You can choose to complete the interview alone or in groups of up to three people. The interview will last 5-15 minutes, depending on the size of the group. **It is the student's responsibility to schedule interviews. Missed interviews will only be rescheduled for extenuating circumstances at the instructor's discretion.**
9. **Participation (10%):** Participation is vitally important to your grade as well as to your acquisition of the language. As an online course, your participation and attendance will be graded according to your regular participation in assigned online activities, as well as to timely communication with your instructor. You are expected to check off all items on weekly checklists to show you have not only completed graded activities, but also have read materials in the book and watched assigned videos and tutorials. Your participation grade will be determined according to the rubric available on D2L. Please note: **completion of checklists on D2L 'Content' > 'Semanas' counts for half your participation grade.**

## POLICIES

**Late assignments:** Generally, late work is accepted for reduced credit on regular homework assignments only, **unless there is an excused reason for the late work.** If you must turn work in late due to unavoidable circumstances, **communicate with your instructor ASAP.** If you turn work in late *without* communicating with your instructor about it, the following guidelines will apply:

1. Homework activities on VHL-Central, Discussions, and FlipGrid videos will automatically be deducted by **20%** for every day that they are late.
2. Missed oral interviews will only be rescheduled for extenuating circumstances at the instructor's discretion.
3. All exams (chapter exams, midterm, final, and writing assessments) will not be accepted late.

**There will be no extra credit offered in this course**

**Grading scale for the course:** Grades will be kept in numerical form until the end of the course, at which time they will be averaged to determine the final letter grade. **Note: you must pass with a C- or better to complete the BA requirement in foreign languages.**

A = 93-100	A- = 90-92	B+ = 87-89	B = 83-86	B- = 80-82	
C+ = 77-79	C = 73-76	C- = 70-72	D+ = 67-69	D = 60-66	F = 59 or below

EAST TENNESSEE STATE UNIVERSITY  
DEPARTMENT OF LITERATURE & LANGUAGE  
Information and Guidelines  
Foreign Language Courses 1010-2020

*The Syllabus represents an agreement between the Department of Literature and Language and its students. You indicate acceptance of these policies by registering for this course.*

## VERY IMPORTANT:

A MINIMUM GRADE OF C- (70%) IS REQUIRED IN ANY FOREIGN LANGUAGE LEVEL 1010, 1020, 2010, AND 2020 TO BE ABLE TO TAKE THE NEXT LEVEL FOREIGN LANGUAGE CLASS. A STUDENT WHO EARNS A D+ (69%) OR BELOW CANNOT PROGRESS TO THE NEXT LEVEL.

### 1. Department's placement guidelines:

- a. *Students with **no** experience in a foreign language are encouraged to register in 1010. For students with prior experience in a foreign language, please follow the guidelines below:*
  - i. **French, German or Spanish:** You must take the WebCAPE Foreign Language Placement Exam, available in the Testing Center of Sherrod Library. To schedule an exam, visit [ETSU Testing Center Website](#)
  - ii. **All other languages:** See the instructor of that language for placement.
2. **ETSU honor code:** East Tennessee State University is committed to developing the intellect and moral character of its students. To that end, all instances of plagiarism, cheating, and other forms of academic misconduct shall be punished in accord with Tennessee Board of Regents Policy. Any knowledge of conduct of this nature should be reported to the proper authorities. Not reporting instances of academic misconduct represents a fundamental break with honor code policy, and although this offense is not punishable, reflects a callous disregard for yourself, your classmates, and your professors. **Students who violate University rules on academic dishonesty are subject to disciplinary penalties.** Penalties for academic misconduct will vary with the seriousness of the offense and may include, but are not limited to, a grade of F on the work in question, a grade of F for the course, reprimand, probation, suspension, and expulsion. For a second academic misconduct offense, the penalty is permanent expulsion.
3. **Students with disabilities:** The University provides, upon request, appropriate academic adjustments for qualified students with disabilities. Any student with a documented disability (physical or cognitive) who requires academic accommodations should contact the Disability Services on the first floor of Sherrod Library, telephone 439-8346, as soon as possible to request an official letter outlining authorized accommodations. Before course accommodations can be made, a faculty accommodation form from the DS must be presented to the instructor. Approved accommodations will not change the basic elements of the course/class.
4. **Mental Health:** Students often have questions about mental health resources, whether for themselves or a friend or family member. There are many resources available on the ETSU Campus, including: ETSU Counseling Center (Nell Dossett Hall, 3<sup>rd</sup> floor) (423)439-3333; ETSU Behavioral Health & Wellness Clinic (139 Lucille Clement Hall) (423)439-7777; ETSU Community Counseling Clinic (327 Warf-Pickel Hall) (423)439-7679. If you or a friend are in immediate crisis, call 911. Available 24 hours per day is the National Suicide Prevention Lifeline: 1-800-273-TALK (8255).
5. **E-mail policy:** Every student is assigned an ETSU e-mail account. Although students may choose to forward university e-mail to an external e-mail account, they are responsible for all information, including attachments. Students are expected to check e-mail on a frequent and regular basis in order to stay current with University-related communications, recognizing that certain communications may be time-critical. It is recommended that e-mail be checked daily, but at a minimum, twice per week.
6. **Course goals and expectations:** The courses of the Lower Division share the goal of leading students toward competency in language and culture. As you progress through the two-year program, you will develop your ability to



understand and use a foreign language in a variety of contexts. You will always be expected to prepare the lesson **before coming to class**: study the pages assigned, do the assigned homework, listen to the corresponding lab files, learn vocabulary and verb forms, and so on. **In class, you must be prepared to practice** the skills of listening, speaking, reading, and writing. Your instructor will ask you to work in pairs or groups often. This is because we believe it is a great way for you to practice and learn.

7. **Grades:** Your grades will be kept in numerical form until the end of the semester, when they will be averaged to determine the final letter grade: A = 93-100; A- = 90-92; B+ = 87-89, etc. Your final grade will be based on your actual performance, not your effort or the sympathy of your instructor. You will not receive a passing grade simply because you complete all requirements. To earn an "A", all or most of your work must be excellent. A grade of "B" indicates that your work is good. A "C" means that your work is adequate and you may continue with the next course.
8. **Incomplete:** Incomplete(s) may be given with approval of the course coordinator only and solely in case of emergency or extenuating circumstances. To be eligible to receive an incomplete, the student must have completed at least 80% of the coursework as explained in the syllabus (this includes attendance and participation).
9. **Final examinations:** Each course will have a comprehensive final exam which ALL students must take. Because the department adheres to the University's final exam schedule, YOUR FINAL EXAM MIGHT FALL ON THE LAST DAY OF FINALS. For this reason, DO NOT LEAVE TOWN UNTIL AFTER THE LAST DAY OF THE FINAL EXAM PERIOD and make all necessary arrangements to take your final.
10. **Resources for all courses:** Good bilingual dictionaries are available at the University bookstore and other bookstores, as well as in the main office of the Department of Literature and Language in Burlison. Your instructor and his/her handouts, supplementary grammar videos, and/or PowerPoints found in D2L are also excellent resources.

The Assistant Chair for Foreign Languages is **Matthew Fehskens**. He can be reached at: [fehskens@etsu.edu](mailto:fehskens@etsu.edu) or (423) 439-6631. *If you have a problem with your class*, please see your **Instructor** first, then the **Assistant Chair** only if necessary. The **Chair** of the Department is **Dr. Dan Westover**. He is committed to providing the best educational experience possible to our students. You may contact him at [westover@etsu.edu](mailto:westover@etsu.edu) or call (423) 439-4339 only if your instructor and the Assistant Chair have failed to resolve the issue.