



UNSW
AUSTRALIA

Arts & Social
Sciences

School of Humanities and Languages

ARTS1571
Introductory Spanish B
Semester 2 2014

1. Course Staff and Contact Details
2. Course Details
3. Learning and Teaching Rationale
4. Teaching Strategies
5. Course Assessment
6. Attendance/Class Clash
7. Academic Honesty and Plagiarism
8. Course Schedule
9. Course Resources
10. Course Evaluation and Development
11. Student Support
12. Grievances
13. Other Information

1. Course Staff and Contact Details

Course Convenor

Name	A/Prof. Diana Palaversich	Room	MB 224
Phone	Please contact me via email Monday to Friday	Email	d.palaversich@unsw.edu.au
Consultation Time	Wed 4-5 or by appointment		

- **Please check your UNSW email address regularly, as communications from the School and the convenor of this subject will be sent to this address (via MyUnsw).**
- Please do not send us emails on the weekend, i.e. after 4 pm Friday. Always be polite in your communication.

*** Please contact your tutors regarding any issues concerning your attendance, etc. For any comments, questions, information, come and see the course convenor in her consultation hours.*

*** For any technical problems related to your on-line coaching go to Support page on [Linguameeting page](#).*

Tutors names:

Name	Gabina Funegra	Room	MB 222
Phone		Email	g.funegra@unsw.edu.au
Name	Henar Vicente	Room	MB 228
Phone		Email	h.vicentecristobal@unsw.edu.au

2. Course Details

Units of Credit (UOC)	6		
Course Description and Aims	<p>Spanish is the language of over four hundred million people! It is spoken officially in 23 countries and it is the second language of the United States, where there are some 40 million Spanish speakers. Spanish is also one of the four major languages of the European Union alongside English, French and German.</p> <p>This course is a continuation of Introductory Spanish A. Based on a communicative and culture-based approach, the aim of this course is to develop your basic speaking, listening, reading and writing skills in the Spanish language. It will also offer basic insights into the culture of the Spanish speaking world.</p> <p>We are the first and only University in Australia using the innovative <i>Dicho y hecho en vivo</i> program which offers you a unique opportunity to work outside of class with a personal, native-speaker language coach located in Spain, Guatemala, and Ecuador in a real-time, online learning environment. We hope that this unique personal experience will be truly enjoyable and will motivate you to continue learning Spanish.</p>		
Students are required to undertake each week:		<ul style="list-style-type: none"> • 2 hour Spanish Grammar and Culture Lecture (Mondays). <i>Please note that these are not traditional lectures (and thus are not taped); they are interactive classes often</i> 	

	<p>conducted as a large group tutorial. Please note that lecture theater doors will be closed at 11.05; if you are late you will have to wait until 12 pm to enter.</p> <ul style="list-style-type: none"> • 3 hours of language /tutorials in two sessions (1 + 2 hours). Please make sure that you attend your classes under the same tutorial number (no mixing of tutorial times/groups is allowed). • 30 min on-line coaching with your coach overseas (8 compulsory sessions; however, you can take 13 session if you wish). <p>* To progress in your Spanish language acquisition you should dedicate at least 2-4 hours each week to studying.</p> <ul style="list-style-type: none"> • Lectures start in Week 1. Last test will take place in Week 13 (lecture theater/usual lecture time). Tutorials start in Week 2. On-line (<i>en vivo</i>) coaching starts in Week 2. Register in Week 1 after the first lecture. If you are new to this course and are buying <i>Dicho y hecho en vivo</i> book in S2 your registration code is on your live learning/on-line coaching card (inside your <i>Dicho y hecho</i> book). Ignore other codes you may find in the book, they are for web access to Wiley Plus package which is not used in this course. If you already have a book that you bought in S1, you need to purchase your on-line coaching card in the Uni Bookshop. • To register on-line (link below) you need to know the name of your course and the course code, ARTS 1571; and the number of your tutorial group under which you are enrolled at UNSW (this number should show in your MyUnsw or you can find it in UNSW on-line handbook, click on ARTS 1571, and find your tutorial time, your four digit class code/tutorial number is there (eg. 6089 etc). Choose the available timeslot. When registering do not pay attention to the name of your UNSW tutors as they may change, the class/tutorial number is the most important detail. • Your live sessions should take place after your lectures and at least one classroom tutorial. Read carefully the rules regarding your registration (your code can be used only once). http://linguameeting.com/wileyenvivo/ • For any technical problems (your code is not working, problems with connection, etc) that have not been answered on the Linguameeting <i>Support page</i> (under <i>Common Tech issues</i> and <i>FAQs</i>) write directly to the Support center. The correct procedure is explained under <i>Support</i>. From your profile page in Linguameeting you can book
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		<p>new/extra sessions and change time of your coaching session.</p> <ul style="list-style-type: none"> • Please do not under any circumstances write to your coaches or UNSW tutors or course convener asking for help, or explaining why you could not attend your session. We are not service providers and have no access to Linguameeting site except as markers of your work. To book an alternative session, follow the procedures explained on the Support page.
Student Learning Outcomes	1.	On successful completion, students will have: A basic understanding of spoken Spanish at beginners level
	2.	Will be able to ask questions, provide answers, and sustain basic conversations on a range of topics
	3.	Will be able to read, comprehend and write short texts about a range of topics covered in the course.
Graduate Attributes	1.	The disciplinary knowledge we engage is both linguistic (vocabulary and grammar) as well as thematic/cultural content.
	2.	Independent learning activities are provided online.
	3.	Diversity: we explore the Hispanic world which includes as well consideration of Indigenous cultures
	4.	The linguistic skills we develop in the course provide a stepping stone to further linguistic development and hence entry to the international community.
	5.	In-class and <i>en vivo</i> activities paired and group interaction.
	6.	Communication: in this course communication is through a second language as the majority of the course activities will be conducted in Spanish and student participation will be conducted in Spanish.

3. Learning and Teaching Rationale

This course is a continuation of ARTS 1570. The course seeks to create an inclusive environment where students have opportunities to explore the target language. This course introduces students to technology resources (Moodle) and the *Dicho y hecho* website from which they can explore Spanish language and culture, and from which they receive constructive and continuous feedback. The materials selected for this course provide a diversity of activities to assist students with different learning needs and linguistic capabilities.

4. Teaching Strategies

This is a "blended learning" course which contains a large out of class learning component, namely your weekly on-line live coaching sessions with tutors in Spain/Ecuador/ Guatemala and your activities on the *Dicho y hecho Student Companion Site*. See Moodle for details. In addition to this we will be using a range of other teaching modalities, including in-class small and large group discussions, and task-oriented activities in pairs and groups. In your lectures, tutorials and live coaching you will be engaging in:

- Speaking activities
- Grammar activities
- Writing activities
- Reading comprehension activities related to the themes studied
- Audio-visual comprehension activities

5. Course Assessment					
Assessment Task	Length	Weight	Learning Outcomes Assessed	Graduate Attributes Assessed	Due Date
3 tests (testing vocabulary, grammar culture, listening, writing)	40-60 min each	20% each-60% total	1, 2, 3	1-8	Weeks: 4, 9, 13
On-line live coaching sessions	8x30 min	20%	1, 2, 3	1-8	Weeks: 2 to12
Oral assessment and class performance	Continuous + 2-3 min oral test (in week 13)	10%	1, 2, 3	1-8	Continuous + a short oral assessment in week 13
Homeworks and quizzes	varies	10%	1, 2, 3	1-8	varies

Grades

All results are reviewed at the end of each semester and may be adjusted to ensure equitable marking across the School.

The proportion of marks lying in each grading range is determined not by any formula or quota system, but by the way that students respond to assessment tasks and how well they meet the objectives of the course. Nevertheless, since higher grades imply performance that is well above average, the number of distinctions and high distinctions awarded in a typical course is relatively small. At the other extreme, on average 6.1% of students do not meet minimum standards and a little more (8.6%) in first year courses. For more information on the grading categories see

<https://my.unsw.edu.au/student/academiclife/assessment/GuideToUNSWGrades.html>

Submission and Explanation of Assessment Tasks

3 Tests.

This is a comprehensive assessment which is based on all aspects of Spanish studied in the lectures, tutorials and on-line coaching. Each test usually consists of the following 5 segments: **Así se dice** (vocabulary), **Así se forma** (grammar), **Para escuchar** (Listening comprehension), **Para escribir** (writing), and **Cultura**. To prepare for these tests complete *Self-tests* you will find on the book site under relevant week, as well as Quizzes you will find on Moodle under relevant week. **Quizzes are compulsory (part of your homework)**. Your score will appear in your *Gradebook*. Self-tests and quizzes give you an **immediate feedback** on your Spanish skills.

On-line live coaching.

A substantial oral component (8 x 30 min sessions (you may take 13 sessions if you wish)). Your mark will reflect **your regular attendance, preparedness for the class, active participation in a range of activities, and correct use of Spanish vocabulary and grammar**. Coaches do not mark your oral performance. The convenor marks your work based on the recordings of your sessions and weekly reports from coaches.

Short oral assessment and class performance. Your final mark will reflect the quality of your participation in weekly oral activities performed in the tutorials and your short oral exam in week 13.

Homework and quizzes.

Weekly short written tasks must be completed **BEFORE** your tutorials each week. These are listed and explained in Moodle. See Moodle for due dates for your 3 on-line quizzes.

***N.B. on all assessments:** Late sitting of assessments will only be allowed in cases of serious illness supported by a medical certificate covering the specific date(s). **In case of illness contact your tutor via e-mail as soon as possible.** Show a copy of your medical certificate to your tutor, who will arrange an alternative date for you to sit the assessment. **You do not need to consult the course convenor on this matter. The late test must be taken within 6 days of the original date.** After this time no late sitting will be allowed. See the rules below for longer and sustained absence.

Late Submission of Assignments

Late assignments will attract a penalty. Of the total mark, 3% will be deducted each day for the first week, with Saturday and Sunday counting as two days, and 10% each week thereafter.

The penalty may not apply where students are able to provide documentary evidence of illness or serious misadventure. Time pressure resulting from undertaking assignments for other courses does not constitute an acceptable excuse for lateness.

6. Attendance/Class Clash

Attendance

Students are expected to be regular and punctual in attendance at all classes in the courses in which they are enrolled. Explanations of absences from classes or requests for permission to be absent from classes should be discussed with the tutor (absence from lectures with the course convenor) and where applicable accompanied by a medical certificate. If students attend less than 80% of their possible classes they may be refused final assessment.

Class roll is taken in lectures and tutorials.

Students who falsify their attendance or falsify attendance on behalf of another student will be dealt with under the student misconduct policy.

Class Clash

Any clashes have to be approved by the course convenor. A clash for one lecture hour is permitted but students must alternate attendance 50/50 between the clashing courses. A student who is approved a permissible clash must fulfil the following requirements:

- a. The student must provide the Course Convenor with copies of lecture notes from those lectures missed on a regular basis as agreed by the Course Convenor and the student. In the case of ARTS 1571 this means that you have to bring **your notes and completed grammar exercises** from Lecture notes two days after this lecture to the course convenor in her consultation time on Wed.
- b. Failure to meet these requirements is regarded as unsatisfactory performance in the course and a failure to meet the Faculty's course attendance requirement. Accordingly, Course Convenors will fail students who do not meet this performance/attendance requirement.
- c. Students must attend the clashed lecture on a specific date if that lecture contains an assessment task for the course such as a quiz or test. Inability to meet this requirement would be grounds for a Course Convenor refusing the application. If the student misses the said lecture there is no obligation on the Course Convenor to schedule a make-up quiz or test and the student can receive zero for the assessment task. It should be noted that in many courses a failure to complete an assessment task can be grounds for course failure.

7. Academic Honesty and Plagiarism

Plagiarism is presenting someone else's thoughts or work as your own. It can take many forms, from not having appropriate academic referencing to deliberate cheating.

In many cases plagiarism is the result of inexperience about academic conventions. The University has resources and information to assist you to avoid plagiarism.

The Learning Centre assists students with understanding academic integrity and how to not plagiarise. Information is available on their website:

<http://www.lc.unsw.edu.au/plagiarism/>. They also hold workshops and can help students one-on-one.

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However, more serious instances in first year, such as stealing another student's

work or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in an Honours thesis) or even suspension from the university. The Student Misconduct Procedures are available here:

<http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf>

8. Course Schedule

To view course timetable, please visit: <http://www.timetable.unsw.edu.au/>

Your detailed weekly program on Moodle will tell you exactly what topics we are covering each week. It will also give information on your weekly homework/pre-class activities, as well as the dates of your assessments.

9. Course Resources

COMPULSORY TEXT:

***Dicho y hecho en vivo* package.** Buy it in the Bookshop, approximate price \$135-160. If you bought this book in S 1, buy on-line coaching card only (\$ 50-60)

In S1 we are doing the first 5 chapters of this book and roughly a half of chapter 6 (we are doing chapters 6-10 in Session 2). Do not bring the whole book to class. The book is loose leaf and you can separate the chapters we are using from the rest of the text. **Buy a special three-holes folder or a clamp folder** in which you will keep the relevant chapters used in S2.

Get familiar with the content and distribution of materials in your book. Have a good look at the *Dicho en vivo* sections which are located at the end of each chapter and which show you what you will be doing in your weekly live on-line sessions.

ON-LINE RESOURCES (Moodle and *Dicho y hecho en vivo* Student Companion site)

Your on-line resources are on your book's **Student Companion site, no codes necessary, free access:**

<http://bcs.wiley.com/he-bcs/Books?action=index&itemId=0470880600&bcsId=6038>

Explore this site to get familiar with all activities. This site gives you access to the rich tools and resources available for this text. You can navigate these resources in two ways:

1. Using the menu at the top, select a chapter. A list of resources available for that particular chapter will be provided.
2. Using the menu at the top, select a resource. This will allow you to access a particular resource section. You will then have the option of selecting resources within the section or going directly to a specific chapter.

On this site you will find **Self-test, Videos, Student edition audio, Audio flashcards**. You do not need to use other resources available on the same page. Please note that your book is linked with **Student edition audio** on your *Dicho y hecho companion site* (link above) and NOT with *Lab Manual Audio*. All audio files for exercises marked in your book with the earphones sign can be found under the **Student edition audio** link. Under *Student edition audio* you will also find other audio files linked to images and vocabulary for each chapter.

Under **Audio flashcards** you will find several interesting learning activities (Cards, Glossary, Quizzes). Under Glossary you can listen to the pronunciation of new words and phrases pertinent to each chapter, and under Audio flashcard quizzes you can test your knowledge. For extra grammar practice go to **Optional/Additional grammar practice** on Moodle.

10. Course Evaluation and Development

Courses are periodically reviewed and students' feedback is used to improve them. Feedback is gathered using various means including UNSW's Course and Teaching Evaluation and Improvement (CATEI) process.

11. Student Support

The Learning Centre is available for individual consultation and workshops on academic skills. Find out more by visiting the Centre's website at:

<http://www.lc.unsw.edu.au>

12. Grievances

All students should be treated fairly in the course of their studies at UNSW. Students who feel they have not been dealt with fairly should, in the first instance, attempt to resolve any issues with their tutor or the course convenors.

If such an approach fails to resolve the matter, the School of Humanities and Languages has an academic member of staff who acts as a Grievance Officer for the School. This staff member is identified on the notice board in the School of Humanities and languages. Further information about UNSW grievance procedures is available at:

<https://my.unsw.edu.au/student/atoz/Complaints.html>

13. Other Information

myUNSW

myUNSW is the online access point for UNSW services and information, integrating online services for applicants, commencing and current students and UNSW staff. To visit myUNSW please visit either of the below links:

<https://my.unsw.edu.au>

<https://my.unsw.edu.au/student/atoz/ABC.html>

OHS

UNSW's Occupational Health and Safety Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For all matters relating to Occupational Health, Safety and environment, see

<http://www.ohs.unsw.edu.au/>

Special Consideration

In cases where illness or other circumstances produce **repeated or sustained absence**, students should apply for Special Consideration as soon as possible.

The application must be made via Online Services in myUNSW. Log into myUNSW and go to My Student Profile tab > My Student Services channel > Online Services > Special Consideration.

Applications on the grounds of illness must be filled in by a medical practitioner. Further information is available at:

<https://my.unsw.edu.au/student/atoz/SpecialConsideration.html>

Student Equity and Disabilities Unit

Students who have a disability that requires some adjustment in their learning and teaching environment are encouraged to discuss their study needs with the course convener prior to or at the commencement of the course, or with the Student Equity Officers (Disability) in the Student Equity and Disabilities Unit (9385 4734). Information for students with disabilities is available at: <http://www.studentequity.unsw.edu.au>

Issues that can be discussed may include access to materials, signers or note-takers, the provision of services and additional examination and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.