San José State University  
Humanities and the Arts/World Languages and Literatures  
Spanish 132 (section 10–beginning)  
Spanish for the Professions (for MLIS)– Fall 2014

Instructor: Aurelio Dias-Ferreira
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Email: Aurelio.DiasFerreira@sjsu.edu; adiasfer@sbcglobal.net
Office Hours: By appointment, via Collaborate
Class Days/Time: See Calendar for initial ‘mandatory’ & ‘regular’ meeting dates/times  
Classroom: Canvas (https://sjsu.instructure.com/) & Collaborate  
*NOTE:* Students will be automatically enrolled in the Canvas website for this class, which will be available to students around August 21st, 2014.

Faculty Web Page and MYSJSU Messaging
Copies of the course materials such as the syllabus/‘greensheet’, calendar, class handouts, etc. are found online, in the Canvas class shell at https://sjsu.instructure.com/
You are responsible for regularly checking for class updates through Canvas (in weekly folders) or through email notifications (your current email address should be registered through Canvas and MySJSU).

Course Description
NB: Course outcomes are linked to SLIS program course competencies, where applicable (see next section, “Course Goals and Student Learning Objectives”)

A joint venture of the School of Library and Information Science and the Department of World Languages and Literatures, this beginning course provides a foundation in Spanish language and its cultures that will enhance the students’ professional preparation as well as their interpersonal skills. The first objective of the course is to prepare the students to interact with Spanish-speaking patrons from various countries and communities, and, for this purpose, the course content and activities will emphasize social and cultural aspects of communication. Secondly, by taking this course, the students will increase their proficiency in the use of information and communication technologies by being able to find information and resources in Spanish. Thirdly, through communication exercises and exposure to the language, the students will practice using Spanish for professional activities and will be better prepared to build professional relationships with librarians and public agencies in
Spanish-speaking (Hispanic) countries. Throughout the course, emphasis will be placed on receptive skills (listening and reading) and on Hispanic cultures.

This beginning (first-semester) Spanish class is for students who have no or little experience with the Spanish language. Students who are advanced or native speakers may take this class, but are requested to help other students, especially on in-class and homework oral assignments.

(Note that the posted class names in the course descriptions/schedules such as ‘Business Spanish’ are merely administrative names and do not necessarily represent what is being taught in the class. This class is focused more on Spanish for the professions and library sciences, and not necessarily for business.)

Instruction will be mostly in basic/intermediate Spanish throughout the course, with most definitions or language structure (grammar) and culture explanations/discussions in English.

Course Goals and Student Learning Objectives
Upon successful completion of this course, students will be able to:

1. Use proper Spanish expressions by following correct grammar agreement in articles, nouns, adjectives, and verbs.
2. Recognize and use (a) basic, general vocabulary, (b) basic terminology and phrases in common areas such as health, immigration, banking, housing, employment, etc., and (c) basic and specialized library science and resources terminology.
3. Understand basic Spanish conversational language and interact with Spanish-speaking patrons in the library context [from SLIS Competency M]
4. Locate and use appropriate amount of information in Spanish via information and communication technologies [from SLIS Competencies I, H]
5. Use conversational Spanish at a level required for building professional collaborations and relationships with Spanish-speaking librarians and public agencies [SLIS Competency M]
6. Better understand Spanish-speaking cultures and peoples [from Competency M]
7. Overall, be able to communicate about most general and most library-related topics or be able to ask for and understand clarifications, using the basic past, present, and future tenses.

Required Texts/Readings
The online textbook package (with the online iLrn book key access) is the same for both beginning (first-semester LS1) and intermediate (second-semester LS2) SPAN 132 classes. See below for the ordering/book package options. At a minimum, the PLAZAS 4th ed. online book/access key is required to view the online textbook/content and to do the online workbook (Student Activities Manual) homework exercises.
Note that online access to the textbook and SAM workbook in both package options will last only 18 months before expiring.

Ordering info:

**Course:** SPAN 132 (Spanish for the Professions–for MLIS)– Fall 2014 (LS1/BEGINNING)
**Course Code:** HGC886
**Book:** Plazas 4th Edition iLrn: Heinle Learning Center (online book key access required)

Most likely, the online book key can only be ordered online from the publisher’s iLr/Heinle website. Follow the next steps to purchase your book package.

**Creating a Heinle Learning Center Account (required)**
If you do not already have an account, you need to create one. To do so, follow these steps:
1. Go to [http://ilrn.heinle.com](http://ilrn.heinle.com) and click **LOGIN**.
2. Click the Create account button.
3. Select a username and password and enter your information, then click **Submit**.
   - **Note:** Remember to write down your username and password and be sure to select the correct time zone. Also, please enter a valid e-mail address so the password can be recovered if you forget it.

**Entering the Book Key and Course Code (after creating an account)**
Once you have your account username/password and are logged in, under your home page "My Workstation," enter the course code (**HGC886**) to complete the enrollment process (click on "Go" when done). You should see the class title ("SPAN 132 for MLIS - Fall 2014 (LS-1 / beginning) ").

You may already have a book key (from the previous class), or you may need to purchase a book key. Depending on your situation, follow one of the three options below:

1) *If you already have a book key (a.k.a. access code)*, enter it in the "Book Key" field to access the online book content.

2) *To Buy an access code (good for 18 months)*, open another browser window and click on
   "Buy" and fill out the required information from:  
   [http://www.cengagebrain.com/micro/1-1OL8WB](http://www.cengagebrain.com/micro/1-1OL8WB)
   Note that this online access will last 18 months.

**Plazas** 4th Edition iLrn: Heinle Learning Center
ISBN: 9781111299460 / 1111299463
Hershberger, Navey-Davis, Borrás A.
~$100.00 (USD)
3) - To Buy a bundle that includes the online book key and a printed copy of the textbook and workbook (most expensive option), first log off from any Cengage accounts. Then, go to http://www.cengagebrain.com and search for this bundle (by ISBN number below) and follow the instructions to complete the purchase. (Recall that the printed copy of the textbook is not mandatory for this class, as the textbook can be accessed online.)

Cost is approximately: $233.49 *
(* To save on cost, you may want to go with Option 2 – Buy online access code – and then, if you want, look for a used/less-expensive printed textbook PLAZAS - 4th ed. and workbook from an online shopping website such as Amazon.com, etc.)

PLAZAS Technical Support

For technical support with the PLAZAS account, please contact the Cengage/Heinle publisher rep: 1-800-354-9706 or consult http://www.cengage.com/contact/ or send an email to: bookhelp@quia.com

Other Readings

Articles and other reading material from the Internet and other sources will also be used throughout the course.

Other equipment / material requirements

A computer, web browser, Internet connection, and headsets (headphones/speakers and microphones) are required to access the online audio/video/web-sharing conference program (Collaborate), as well as the course supplements and tests.

Specialized online glossary materials will be provided for the class. The students are expected to adopt and use at least two English-Spanish / Spanish-English online dictionaries. Suggested online dictionaries:
2. Larousse English-Spanish / Spanish-English:
3. ‘Real Academia Española’ (all-Spanish definitions): http://www.rae.es

Learning Management System & Class Session Program

- Canvas: https://sjsu.instructure.com/ for course documentation content, online exams, Calendar, homework, and other class documents.
- Collaborate for synchronous (‘real-time’) online class meeting sessions, student study groups (as needed), (virtual/online) office hours (as needed). Collaborate links
will be posted in Canvas, by week (in "Semana" folders) and will be sent in email reminders.

- **Collaborate** can also be used for individual or group audio recordings for oral assignments (mostly due toward the end of each month, per the Calendar).

**Classroom Protocol**

Students are expected to attend the first introductory mandatory (‘synchronous’) meeting at the beginning of the semester. In addition, students are to **either** attend both ‘regular’ (Tuesday and Thursday) online sessions or to watch the recordings for these sessions. Students who do not attend both (Tuesday and Thursday) ‘regular’ sessions will need to write a brief, half-page summary with opinion/commentary on one of the two sessions for that week. The Calendar will have the times and dates for these ‘regular’ meetings.

During the online **Collaborate** classes, it is recommended that you use headsets in order to reduce background noise and place yourselves on mute mode when you are not speaking. Also, try not to disrupt the class with individual technical problems during the class sessions; the **Collaborate** assistant may be able to help you with technical issues.

**Dropping and Adding**

Students are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. Information on add/drops are available at [http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-324.html](http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-324.html). Information about late drop is available at [http://www.sjsu.edu/sac/advising/latedrops/policy/](http://www.sjsu.edu/sac/advising/latedrops/policy/). Students should be aware of the current deadlines and penalties for adding and dropping classes.

**Assignments and Grading Policy**

Two repeated mandatory **Collaborate** class meetings will be held at the beginning of the semester, as part of the introduction to the class and its requirements. However, students need to attend only one of these two mandatory class sessions. Please check the Calendar for specific mandatory meeting dates / times.

The ‘regular’ class sessions will meet for 60 minutes twice a week (Tuesdays and Thursdays). Real-time (synchronous) attendance, via **Collaborate**, is highly recommended; students who do not attend both online sessions for the week must view the recordings and write a brief summary with commentary on one of the two weekly sessions. In general, the Tuesday sessions will focus on grammar explanations, culture readings, and 'SLIS'/professional and practical vocabulary, while the Thursday sessions will provide more listening, reading, and speaking practice reinforcing the concepts taught on Tuesday. All recordings of the class sessions will be posted in a centralized location (link will be provided in class and referenced in Canvas: [https://sjsu.instructure.com/](https://sjsu.instructure.com/)).

A few days before Exam 1 and 2, there will be two repeated 60-minute review sessions to cover the format and content in the exams. Because this session will help prepare for the exams, real-time (‘synchronous’) attendance is also highly recommended (you only should to attend one exam review session).
Besides the regular (Tuesday and Thursday) *Collaborate* class sessions and the chapter ‘lecture/tutorial’ recordings, there will be approximately three hours of weekly homework assigned chapter exercises from the online *PLAZAS* SAM (Student Activities Manual) workbook as well as the *Canvas* "Assignments" homework. The online *PLAZAS* SAM workbook portion of the homework is mostly 'drill' grammar/vocabulary/culture practice exercises, while the *Canvas* "Assignments" homework focuses on professional Spanish usage and terminology (short writing assignments, written dialogs, brief monthly commentaries, monthly audio/oral exercises, etc.). Homework is detailed in each weekly ("Semana") folder, under the "Homework/tarea" section.

To learn a language, at least a half-hour of studying, practice or review is typically required daily. Studying for hours in one sitting before class or an exam will not help most students learn a language.

There will be two exams and a cumulative final exam. Each written exam, including the final, will include (1) a written, objective grammar and vocabulary part, (2) a smaller written cultural part, and (3) a special-purpose/library-specific vocabulary and written part (usually in the format of dialogs). The format of the online *Canvas* exams will typically be multiple-choice or fill-in, with short-sentence and short-essay exercises.

For oral or spoken assessment, students will record brief content in *Collaborate* (that will be linked in *Canvas*: self introductions, orally act out dialogs in groups of two, etc.). These oral exercises will be detailed in the "Homework/tarea" section in *Canvas* and will count as homework. If the student requires more oral practice, he or she can set up an appointment for a virtual office-hour meeting via *Collaborate*.

For any other office hours/consultation needs, students can contact the instructor via email or set up an appointment to meet for a brief *Collaborate* session.

Course assignments will be as follows:

- **Participation / attendance / Canvas discussions** 25%
  
  Students must attend the initial mandatory meeting via *Collaborate* (at the beginning of the semester)

  Students also have to either attend both Tuesday and Thursday ‘regular’ sessions and, if they do not attend, must turn in, within a week, a brief summary-and-commentary on the material learned from one of the two recordings (from either the Tuesday or the Thursday session). All students must also post brief comments under "Discussions" in Canvas, per the weekly homework instructions.

- **Canvas Homework assignments and PLAZAS SAM exercises** 25%

  These will consist mostly of online, machine-graded SAM workbook exercises, additional written exercises and individual/group oral recordings, posted or submitted in *Canvas*.

  Students are responsible for checking/correcting their own SAM (online workbook exercises) answers for their own learning (SAM’s suggested answers are displayed at the bottom of the online exercises)
Most important for the grade are the written and oral assignments that must be turned in Canvas (usually written Word assignments, oral recordings, discussion postings, etc., as specified under Canvas' weekly folders)

- **Exams**
  - Two timed, written Canvas exams (10% each) 20%
  - Cumulative, timed, written Canvas final exam 30%

**Mandatory Class Meeting & Exam Dates**

There is only one mandatory, introductory, real-time/synchronous’ class meeting that you must attend, held via Collaborate (also specified in Canvas). Choose one of the two meetings to attend:

- **Collaborate**: Tuesday, Aug. 26th, 7:00 - 8:00 pm PDT OR Thursday, Aug. 27th @ 7:00 – 8:00 pm PDT

Email the instructor if you cannot make either session. For the (biweekly) ‘regular’ class meetings, you can either attend (via Collaborate) or watch the recordings. The dates/times for these ‘regular’ class sessions are outlined in the Calendar (below) and in Canvas in the weekly "Semana" folders).

The exams (Exam 1, Exam 2, and Final Exam) can be taken at anytime on the following days:

- **Canvas** online Exam #1: Friday, Saturday, or Sunday (Oct. 10th or 11th or 12th) at anytime (2 continuous hours)
- **Canvas** online Exam #2: Wednesday, Thursday, or Friday (Nov. 19th or 20th or 21st) at anytime (2 continuous hours)
- **Canvas** online Final Exam: Saturday, Sunday, or Monday (Dec. 13th or 14th or 15th) at anytime (3 continuous hours)

**University Policies**

**Academic Integrity**

Students should know that the University’s [Academic Integrity Policy is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf](http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf). Your own commitment to learning, as evidenced by your enrollment at San Jose State University and the University’s integrity policy, require you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The website for Student Conduct and Ethical Development is available at [http://www.sa.sjsu.edu/judicial_affairs/index.html](http://www.sa.sjsu.edu/judicial_affairs/index.html).
Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person’s ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include in your assignment any material you have submitted, or plan to submit for another class, please note that SJSU’s Academic Policy F06-1 requires approval of instructors.

**Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.
## SPAN 132 (section 10-beginning); Spanish for the Professions, Fall 2014 Course Schedule

Below is a tentative schedule for the general topics that will be covered in this class. Some activities are subject to change. Canvas will contain more accurate and detailed information for each week. Each meeting will meet for 60 minutes.

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Grammar topics, Readings, Assignments, Deadlines</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Aug 26 @ 7:00 pm <strong>OR</strong> Aug. 28 @ 7:00 pm PDT (mand.)</td>
<td>Read introductory material from Canvas, be familiarized with Collaborate tool and Canvas document website. Intro to course; intro to Collaborate / Canvas and to the assistant (attend either session—on Aug. 26 or Aug. 28)</td>
</tr>
<tr>
<td>2</td>
<td>Sep. 2 @ 7:00 pm PDT <strong>AND</strong> Sep. 4 @7:00 pm PDT</td>
<td>Textbook: Capítulo Prelim.:Greeting and meeting people (pág. 2-3); Estructura 1—Subject pronouns and the present tense of the verb ‘ser’ (pág. 10); ‘Hay’ and numbers 0-30 (pág. 12); Culture: ‘El mundo hispano’ (pág. 8-9) Library/’SLIS’: greetings, giving personal info, cultural awareness (Reminder: Sep. 5: last day to drop SJSU classes without record)</td>
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<tr>
<td>3</td>
<td>Sep. 9 @ 7:00pm PDT <strong>AND</strong> Sep. 11 @ 7:00pm PDT</td>
<td>Textbook: Capítulo Prelim.: Estructura 2—Question words (pág. 14); Vocabulario esencial (pág. 18) Class lecture on grammar fundamentals—gender (masculine/feminine), number (plural/singular), articles (pág. 26); verb conjugations (verb endings); alphabet &amp; its regular sounds Culture: Encuentro cultural (pág. 16-17) Library/’SLIS’: general library vocabulary, asking/giving personal info, cultural rules and behavior (Reminder: Sep. 12: last day to add SJSU classes)</td>
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<td>4</td>
<td>Sep. 16 @ 7:00 pm PDT <strong>AND</strong> Sep. 18 @ 7:00 pm PDT</td>
<td>Textbook: Capítulo 1: Estructura 1—Definite and indefinite articles, gender, and how to make nouns plural (pág. 26); Vocabulario 1 &amp; 2 (pág. 20-21 &amp; 30-31); Estructura 2—Present tense of regular ‘-ar’ verbs (pág. 34-35); Telling time and talking about the days of the week (pág. 38-39) Culture: TBD Library/’SLIS’: asking/giving personal info (cont.); housing, real estate</td>
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<td>5</td>
<td>Sep. 23 @ 7:00 pm PDT <strong>AND</strong> Sep. 25</td>
<td>Textbook: Capítulo 1 (cont.): ¡A leer!—Español en línea (pág. 42-43); ¡A repasar! (pág. 46-48) Textbook: Capítulo 2: Vocabulario 1—La familia (pág. 50-51); Estructura 1—Indicating ownership and possession (pág. 56-57)</td>
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<td>Week</td>
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|      |      | **Class lecture:** using ‘poder’ (‘to be able to / can’) for forming commands/requests  
|      |      | Culture: Encuentro cultural—Los Estados Unidos (pág. 28-29)  
|      |      | Library/’SLIS’: filling out forms; immigration, Social Services  |
| 6    | Sep. 30 @ 7:00pm PDT AND Oct. 2 @ 7:00pm PDT | **Textbook:** Capítulo 2: Estructura 2-3—Describing people and things (1 & 2) (pág. 58-61); Vocabulario 2—Las nacionalidades; Estructura 4-Describing daily activities at home/school (pág 68-69); Estructura 5—Expressing possession, age, states, desires, and obligation (70-71); ¡A repasar (pág 80-82)  
|      |      | Culture: Encuentro cultural—México (pág. 64-65); ¡A leer!—La fiesta de quince años (pág. 76-77)  
|      |      | Library/’SLIS’: describing yourselves in the occupational setting,…  |
| 7    | Oct. 7 @ 7:00pm PDT OR Oct. 9 @ 7:00pm PDT Oct. 10, 11, OR 12 anytime | **Repaso (Review)...**  
|      |      | (attend either review session)  
|      |      | **EXAM 1** (mainly Cap. P, 1, and 2; 2-hour exam)  |
| 8    | Oct. 14 @ 7:00pm PDT AND Oct. 16 @ 7:00pm PDT | **Textbook:** Capítulo 3: Estructura 1—‘gustar’ (to like) (pág. 90) (covers only: ‘a mí me gusta/gustan’, ‘a usted le gusta/gustan’); Vocabulario 2—Los lugares en el pueblo y la ciudad (pág. 94-95); Estructura 2—Expressing plans with ‘ir’ (to go) (pág. 96-97); Estructura 3—Describing leisure-time activities (pág. 98-99); Estructura 4—Expressing knowledge & familiarity (pág 100-101); ¡A repasar! (pág. 110-112)  
|      |      | Culture: Encuentro cultural—Colombia (pág. 92-93); ¡Así se dice!—Talking about the months, seasons, and the weather (pág. 102-103);  
|      |      | Library/’SLIS’: schedules, and cultural notes on dates  |
| 9    | Oct. 21 @ 7:00pm PDT AND Oct. 23 @ 7:00pm PDT | **Textbook:** Capítulo 4: Estructura 1—Describing household chores and other activities—Present tense of stem-changing verbs (e→i e; o→ue; e→i) (pág.120-121); Estructura 3—Talking about location, emotional and physical states, and actions in progress (The verb ‘estar’) (pág. 130-131); ¡Así se dice!—Counting from 100 and higher (pág. 134-135); ¡A repasar! (pág. 142-143)  
|      |      | Culture: Encuentro cultural—España (pág. 124-125)  
<p>|      |      | Library/’SLIS’: Banking, personal finances (Vocabulario del Capítulo 11—pág. 372: “Talking about personal finances”), and cultural notes on the metric system and numeric convention |</p>
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| 10   | Oct. 28 @ 7:00pm PDT AND Oct. 30 @ 7:00pm PDT | Textbook: Capítulo 5: Vocabulario 1—Las partes del cuerpo (Parts of the body) (pág. 146-147); Vocabulario 2—La salud (pág. 160); Estructura 2—Describing people, things, and conditions (‘ser’ vs. ‘estar’) (pág. 164-165); Estructura 3—Pointing out people and things (Demonstrative adjectives & pronouns) (pág. 168-169)
  - Reflexive verbs will be covered LATER: Estructura 1—Reflexive pronouns and present tense of reflexive verbs)
  - Culture: Encuentro cultural—Bolivia y Paraguay (pág. 158-159)
  - Library/’SLIS’: Health terms; ¡A leer!—Curaméricas Global (Strategy: Recognizing Spanish affixes) (pág. 172-173) |
| 11   | Nov. 4 @ 7:00pm PDT AND Nov. 6 @ 7:00pm PDT | Textbook: ¡Así se dice!—Acabar de +infinitive (pág. 156); ¡A repasar! (pág. 176-178)
  - Culture: TBD
  - Library/’SLIS’: Film and the Arts, the Press and the Media (Vocabulario del Capítulo 13—Programas y películas (movies) (pág. 420); Las artes (pág. 436) |
| 12   | Nov. 11 NO CLASS | **No hay clase el 11 de noviembre**
  - Repaso… (attend only one review session) |
| 13   | Nov. 18 @ 7:00 pm PDT | Repaso... (attend only one review session)
  - Nov. 20 (NO CLASS) -- Take exam | EXAM 2 (mainly Cap. 3, 4, and 5; 2-hour exam)
  - Take exam before next class (Nov. 25th) |
| 14   | Nov. 25 @ 7:00pm | Textbook: Cap. 5: Estructura 1—Talking about routine activities (Reflexive pronouns and present tense of reflexive verbs) (pág. 152-153); Capítulo 6: Vocabulario 1—La comida (pág. 180-181); Estructura 1—Making comparisons (comparatives and superlatives) (pág. 186-187); ¡Así se dice!—Expressing food measurements (pág. 196-197)
  - Culture: ‘Saludos y besos en los países hispanos’ (Greetings and kisses…) – (not from PLAZAS textbook)
  - Library/’SLIS’: The Internet and technology terms |
| 15   | Dec. 2 @ 7:00pm PDT AND Dec. 4 | Textbook: Capítulo 6 (cont.): Estructura 2—Describing past event (Regular verbs and verbs with spelling changes in the preterit (pág. 198-199)
  - ‘Los acentos escritos’ (not from PLAZAS); review and correction |
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<td>Culture: TBD</td>
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<td>Library/‘SLIS’: TBD</td>
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<tr>
<td>16</td>
<td>Dec. 9 @7:00pm PDT OR Dec. 11 @7:00pm PDT</td>
<td>Repaso… (attend either review session) [attend either review session]</td>
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<tr>
<td>16-17</td>
<td>Dec. 13 - 15 (@anytime)</td>
<td>Final exam (comprehensive; 3-hour exam; take the exam at anytime, between Dec. 13th and 15th, inclusive)</td>
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