



Spanish 101-C
Beginning Spanish I for the Medical Field

Section: Span 101-C
Instructor: _____
Phone: _____
Office: _____
Email: _____
Office Hours: _____

Course Description:

SPAN 101-C is an introductory course in Spanish (3 units) and is designed for healthcare workers. It provides basic communication and cross-cultural skills in the Spanish language for the student to be more confident working in an organization with diverse populations. This course includes medical-specific vocabulary and key cultural differences. The emphasis will be on conversational skills that are appropriate in healthcare settings. The course requires regular classroom participation and approximately **two to six hours of outside preparation (listening, writing, reading, and grammar study) per week**.

Student Learning Outcomes (SLOs):

By the completion of this course, students will be able to communicate in Spanish (verbally and writing) at a beginning intermediate proficiency level.

1. students will be able to greet and introduce themselves;
2. students will be able to understand and conjugate verbs in the present tense;
3. students will be able to formulate questions using interrogative words;
4. students will be able to formulate and write commands and negative commands;
5. students will be able to differentiate and use the direct object pronouns and indirect object pronouns when used in dialogue;
6. students will be able to produce oral discourse in different topics like internal organs, symptoms, family, medicine, etc., and;
7. students will be able to create a dialogue about patient interview.

Course Objectives:

Upon successful completion of the course, the student will be assessed on the following objectives that are aligned with the above SLOs:

- Comprehend and produce Spanish, in oral and written form, so as to carry out a range of real-medical and healthcare functions relating to patients, illness, disease and family members. These functions include learning medical cognates and body parts, interviewing patients, understanding adult and child patient concerns, understanding follow up visits including medical history and discussing vital signs, asking what medications or remedies the patient is presently taking or using, integrating cultural awareness, etc. **Assessment:** graded forum entries and weekly online homework activities.
- Express yourself creatively in the above situations, i.e. orally in short phrases, and written expression should include complete sentences in up to a page and a half text, with enough appropriateness and accuracy so as to

be understood by native speakers who are accustomed to interacting with non-native speakers. **Assessment:** two compositions using the vocabulary covered and the present tense.

- Recognize many of the important Hispanic people, medical remedies, and doctor protocols, as well as understand many of the similarities and differences between North American culture and those cultures that share the Spanish language with respect to family and home life, health problems and medical practices. **Assessment:** graded oral activities created by the instructor.
- Demonstrate comprehensive knowledge of the grammar material covered in Spanish 101-C. **Assessment:** Chapter exams.

Enrollment Requirement:

This is a beginning level course. No previous knowledge of Spanish is presumed.

Required texts:

- ✓ Bender, Deborah., Carl, Linda., Harlan, Christina., Henshaw, Robert G., Lorch, Claire., Lunsford, Ernest J., and Tolman, Elizabeth E. *¡Salud! Introductory Spanish for Health Professionals*. San Francisco, Prentice Hall: 2012.
- ✓ The use of online Spanish-English dictionaries is recommended. The 3 most popular sites are:
Wordreference.com / Dictionary.com / Reverso Dictionary

You may **NOT:**

- ✓ Use a different edition of the book.

Course requirements:

Active Participation and Attendance	15%
Homework	10%
Compositions (2)	20%
Chapter Exams (3)	30%
Comprehensive Final Exam	15%
Oral Final Exam	10%
Total: 100%	

Assignments	Points	Total points	Percentage
Active Participation/Attendance	10 per week	150	15%
Homework	50 per chapter	200	10%
Compositions (2)	100	200	20%
Chapter Exams (3)	Variable		30%
Comprehensive Final Exam	Variable		15%
Oral Final Exam	100	100	10%
Course Total			100%

Grade Equivalents (percentage):

93-100=A	90-92=A-	87-89=B+	83-86=B	80-82=B-	77-79=C+	73-76=C
70-72= C-	67-69= D+	63-66=D	60-62=D-	00-59=		

Course components and explanation of the grading system:

The Spanish 101-C course is composed of the following assignments, resources and materials

Active Participation and Attendance (15%):

✓ **Class Participation:**

You cannot develop skills in Spanish without frequently using the language in a variety of ways. It is for this reason that you are required to actively participate in class discussions and activities throughout the semester. Your participation will be evaluated on a daily basis of:

1. your willingness to use and practice Spanish;
2. your willingness to participate;
3. your cooperation in group and pair work; and
4. the quality of the overall effort you put into the course.

✓ **Attendance:**

You will not earn course credit just for attending class because the mere act of filling a seat is not what helps you acquire a language (it is actively engaging in class activities that will help you). However, if you do not attend class you cannot participate, so a failure to attend class will result in the lowering of your grade. Therefore, you will be bound by the following attendance policy:

- **For MWF classes except for exam dates, you are allowed 3 (three) absences throughout the semester no questions asked.** Though you could use these days to “take a vacation”, it is recommended that you use these days for those unforeseen emergencies that inevitably happen every semester, i.e. your car breaks down, your alarm does not go off, your kids get sick and you have not back up, etc.
- After (3) absences each absence will lower your final grade by one letter level (B+ to B).
- After (3) absences there will be no “excused” absences, so please do not even ask your instructor to excuse them. Should you be forced to miss class because of an uncontrollable circumstance (i.e. jury duty, you become physically incapacitated, etc.), after documenting this condition, you will need to consult with your instructor as to whether you will be able to continue in the course. A short-term absence under these conditions might be excused, provided all missed work is satisfactorily made up. However, long-term absences are impossible to make up and you might be forced to take the course at another time.
- If you accumulate a total of six (6) unexcused absences, **you will automatically fail the course.**
Note: It is not your instructor’s responsibility to notify you of your number of absences.

Homework: 10%

You are responsible for completing the homework activities for each corresponding chapter.

- ✓ There will be homework assignments due each day before class or weekly. These assignments could be online or not. Plan ahead and do not wait until the last moment to do your homework. Technical problems and sudden emergencies are not valid excuses for turning homework in late. You may do your online homework in any one of the campus computing facilities or with your own equipment. After completing your online homework, you should **press SUBMIT** at the bottom of the activity page. The computer will

automatically assign you a grade for certain activities and your instructor will input the grades for others. You must do your homework according to the syllabus due dates because, while the computer will allow you to send late homework, your instructor will not grade it. **Verify that the system has recorded your grades once you have completed your homework, before the assignment deadline. Also, some extra homework could be added at the discretion of the instructor.**

- ✓ **Late Homework Special Exceptions:** Under no circumstances will the instructor accept a hard copy of your online homework. After the deadline, it will be marked late, and the instructor will not count it unless you have documentation supporting emergency circumstances. Verification (such as original doctor's note, original hospital billing invoice, original military orders, death notices, etc.) of a student's report of absence and late homework must be provided to the instructor the day of the student's return from the absence. Please see "Attendance: Absences and Make-Ups" for more details about emergency situations.

Compositions: 20%

There will be two (2) compositions. These assignments have the purpose of evaluating your progress through the semester. **The compositions are 50 to 100 words long, double space and 12-point Times New Roman Font.** The topics for the compositions will be announced during the semester. All drafts should be **typed (double-spaced)**. After your instructor corrects the first version and assigns a grade, you will make the corrections and turn in the final version with the first draft attached. A rubric will be distributed and made available through *Cougar Courses*.

- ✓ The compositions will have the following progression:

****The first version:**

1. might or might not be prepared in class,
2. will be edited at home,
3. will be turned in to your instructor,
4. will be returned to you after your instructor has evaluated it,
5. will be edited based on the input provided by your instructor,

****The second version:**

1. might or might not be prepared in class,
2. will be turned in to your instructor,
3. will have highlighted the corrections made based on the input provided by your instructor, and other changes you deem appropriate,
4. you will turn in the second edited version to your instructor along with the first version of your composition that contains the corrections provided by your instructor,
5. will be stapled to the first version of the composition.

- ✓ **Important:**

1. **You need to highlight the corrections you made.**
2. The first version is worth 60% of your grade.
3. The second version is worth 40% of your grade.
4. If you turn in the second version without turning in the first version of your composition, the second version will not be evaluated.
5. If you turn in the first version and not the second version, you will receive the grade for your first version.
6. All compositions must be double-spaced and typed on 12-point Times New Roman font, with 1" margins, stapled.
7. Compositions that are not stapled, including the first and second versions, will not be accepted.
8. Compositions that are handwritten will not be accepted.

Chapter Exams: 30%

These tests will include listening and reading comprehension as well as written production of Spanish. Dates for exams are indicated on the tentative Class Calendar. **MAKE-UPS ARE ONLY GIVEN IN EXTREME CIRCUMSTANCES**, i.e. you are too ill to come to class, you have been in an accident, etc. In such an extreme emergency, written documentation (such as a doctor's note) is required before any make up will be scheduled. Because of this strict policy, please look at the schedule and plan for back-ups on exam dates just in case of an unexpected emergency.

Oral exam (10%):

An oral exam in Spanish will be administered at the end of the semester based on the content studied throughout the course. Your instructor will announce details in class. You will be required to interact in Spanish spontaneously during the exam; you will only receive credit for the Spanish that you use (not for English or for basic indications of agreement / disagreement). Please read the rubric provided.

Final exam (15%): The two-hour Final Exam **is cumulative** (Chapters 1 - 4) and will consist of the following sections: listening comprehension, vocabulary, grammar structure, reading and writing. It will be administered on **XXX, at XXX. Location to be announced. It is your responsibility to arrange with employers (or other obligations) to be available to take the exam at this time. NO MAKE UPS, IF YOU HAVE TO WORK ARRANGE YOUR SCHEDULE AHEAD OF TIME.**

General Course Policies:

This course may be conducted differently from your previous language courses. This class will emphasize the learning of Spanish for real-world purposes. **Your instructor will speak Spanish 100% of the time and you are expected to do so also.** You will participate in pair and group activities that will give you the opportunity to practice Spanish in a relaxed environment. Grammar is necessary for communication. However, vocabulary, discourse strategies and familiarity with the cultural norms are equally important and will also remain a focus of this course.

- ✓ **Attendance:** Daily attendance is essential for improving your skills in Spanish. No matter what the reason for the absence, failure to attend class always results in missed opportunities to hear and speak Spanish. Attendance policies are strictly enforced.
- ✓ Homework missed due to a justifiable absence (such as illness, death in the family, military orders, etc.) may be made up with appropriate documentation (doctor's note, original medical invoice, death notice, copy of military orders, etc.) and instructor approval. **No credit will be awarded for missed assignments due to unjustifiable absences. Students are expected to inform their instructor of an extended absence in a timely manner.**
- ✓ **Make-ups are not permitted for scheduled exams and quizzes unless you have appropriate documentation.** It is your responsibility to present this documentation to your instructor on the day you return from your absence.
- ✓ **Please DO NOT schedule work or doctor's appointments during class time or during the FINAL EXAM. It is your responsibility to ensure that you are not scheduled to work during class time or during the FINAL EXAM.**

Plagiarism and Academic Integrity:

You are expected to maintain academic honesty. Plagiarism and/or cheating **will result in a failing grade for this course.** As a faculty member in the Dept. of Modern Languages Studies, we adhere to a NO TOLERANCE policy in regard to acts of academic dishonesty. Anyone caught violating the CSUSM code of Academic Honesty (see the CSUSM General Catalogue) will fail the assignment and /or the course and will be immediately turned in to the Dean of Students.

Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet the standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.

Use of Electronic Devices:

While you do have the option of buying the electronic version of the textbook, checking email, Facebook or using an electronic device for non-class related purposes is strictly prohibited. If you do, your **participation** grade will suffer significantly. Please leave cell phones in book bags or purses, and make sure the ringer is off.

Disability Support Services:

We will make the necessary accommodations that you may need if you have been diagnosed with a disability. If you have not been diagnosed and suspect that you may have a learning disability (for example), please visit the Disability Support Services Office, located in Craven Hall, Suite 4200. You may also call the office to make an appointment at 760-750-4905 or 760-750- 4909 (TTY), Monday through Friday 8:00 a.m. to 5:00 p.m. or contact them by email: dss@csusm.edu

Academic Support Services:

The CSUSM Library homepage can be accessed from the University website <http://www.csusm.edu> or directly at biblio.csusm.edu. Someone will assist you via chat, email or phone. See the “Ask Us” and “Research help tabs at the top of the site for librarian availability and a list of the librarians and their associated subject specialties. Library hours are Mondays to Thursday from 6:00 am to midnight, Fridays from 7:00 am to 5:00 pm, Saturdays from 9:00 am to 5:00 pm, and Sundays from 10:00 am to 8:00 pm. (PST) If you contact them via chat a librarian will respond within 24hrs. The Writing Center offers online Writing Consultation. You can submit a draft of a writing assignment and receive general feedback within 3-4 days.

Classroom Etiquette:

As an instructor of California State University, San Marcos, I am committed to social justice and academic integrity. Every effort will be made to foster an atmosphere of friendship, trust, and acceptance in the classroom. Thus, discrimination, intolerance, disrespect, or dishonesty of any kind, either toward fellow students or toward the instructor will not be tolerated. If you have any suggestions as to how to further such an atmosphere, please feel free to share them with your instructor at any time. Students who disrespect their professors and/or fellow students, or who are disruptive to the class may be reported to the Dean of Students. A student with questions, issues, or difficulties should first reach out to her/his instructor for assistance/resolution.

How this course meets the University-wide 2500-word writing requirement:

Writing skills will be assessed through daily written homework or in-class writing assignments (for instance, assignments may include one- to two-paragraph answers to question prompts, forum entries, short compositions, etc.)