

Beginning Spanish II

SPAN-1412

Summer II 2021 Section N11 CRN-40629 4 Credits 07/12/2021 to 08/09/2021 Modified 07/10/2021

Meeting Times

LECTURE

- Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, 12:00 AM to 12:00 PM, ONLINE

Make sure to access your class via <https://ecampusd2l.blinn.edu>

Make sure to check the News Feed on eCampus for assignments and deadlines

You will have access to the material at all hours of the day and night.

You are responsible to review the material provided to you in a timely manner. **MAKE SURE YOU DON'T MISS THE DEADLINES, THEY ARE EXTREMELY IMPORTANT FOR ONLINE CLASSES.**

LABORATORY

Please do all online assigned homework for lab following the schedule for online work.

This class is totally online. Please read the instructions in eCampus.

<https://ecampusd2l.blinn.edu>.

Final Exam:

Tuesday, August 9 2021 (due at 5:00 pm)

please read the instructions in eCampus

Contact Information

Professor: Irma Valdez

- Email: ivaldez@blinn.edu
- Office: G 218
- Phone: 979-209-7346

Office Hours

- Monday and Wednesday 11:30 AM to 12:00 PM, Online

Make sure to send me an email requesting a meeting. Due to social distancing, we will only be able to meet via phone, email, or Zoom Meeting.

-We will have a weekly Zoom Meeting (optional) check your email for the dates and times for the meetings. (This meeting will be to keep you informed about assignments, and to discuss any tutoring questions you may have).

Description

80 total contact hours. Credit: 4 semester hours

This course is a continuation of SPAN 1411. It is an elementary language course with practice in reading, listening comprehension, writing, speaking, and application of cultural knowledge at a level consistent with requirements for a second-semester Beginning Spanish course at a four-year university. Four semester hours.

Core Objectives

Courses in this category focus on how ideas, values, beliefs, and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures. Core objectives of this course include critical thinking, communication, social responsibility, and personal responsibility

Requisites

Prerequisites: SPAN 1411 or permission of the Department Head.

Corequisites:

Assessment

A variety of methods are used to determine effectiveness in this course, including the following: student scores on a course inventory test given during the first week of classes compared with the scores on the same inventory test given as part of the final exam; in grade distribution data derived from both campus-specific data and institutional data used to evaluate course content and presentation. Tracking into Spanish 2311.

Core Curriculum Statement

This course is not a core curriculum course.

Outcomes

1. Demonstrate auditory comprehension of Spanish through listening passages and conversations;
2. Demonstrate correct pronunciation according to the level expected for the course;
3. Demonstrate correct grammar according to the level expected for the course;
4. Demonstrate increased knowledge of Spanish vocabulary according to the level expected for the course;
5. Demonstrate awareness of cultural norms and personal civic responsibilities by means of communicative skills and cultural knowledge, according to the level expected for the course;
6. Demonstrate comprehension of written texts in Spanish non-fiction, short stories, and or poems according to the level expected for the course;

7. Demonstrate analytical interpretive and critical thinking skills with respect to grammar, literature and cultural studies according to the level expected for the course.

Materials

All Campuses:

Note: Students may purchase their textbooks from any retailer they choose. However, the following information may be helpful:

Hershberger, Robert, Navey-Davis, Susan, Borrás, A., Guiomar. **Plazas**. 5th ed. with MindTap access code. Boston, MA: National Geographic Learning a part of Cengage Learning, 2019 release. Digital Edition: ISBN-13: 978-0-357-00677-1, Loose-leaf edition: ISBN-13: 978-1-305-66214-8

Publisher: Cengage

This course requires MindTap from Cengage. MindTap is available for purchase on its own, or through [Cengage Unlimited](#). Cengage Unlimited is available in the bookstore or at cengage.com/unlimited. More details: Please see section below on Mindtap.

Materials

Technology and Software:

- A computer (certain elements of this course cannot be completed on a phone, tablet, or Chromebook)
- Reliable Internet access
- Speakers, headphones, or earbuds
- A webcam with a microphone
- Google Chrome (download for free at <https://www.google.com/chrome/> (<https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.google.com%2Fchrome%2F&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354535739&sdata=AeGfpe1PqbnOXIL6uwNhmSATi%2BTuAK09wo%2ByMe2nAg%3D&reserved=0>))

Course Requirements

Academic Integrity Online Resources

<http://libguides.blinn.edu/videosandtutorials/academicintegrity>

<http://www.accreditedschoolsonline.org/resources/preventing-plagiarism/>

Online Course Integrity

Humanities Division online instructors implement a variety of strategies to ensure scholastic integrity, including but not limited to Turnitin originality checks, timed testing, Respondus, Honorlock, LockDown browser, randomized test questions, ProctorU, webcam, Tegrity test capture, and/or completing coursework at approved testing centers. Individual instructors will provide more information.

CONTACT HOUR REQUIREMENT

In compliance with ACGM and THECB rulings,

- face-to-face courses require a minimum of 80 contact hours per semester;
- blended courses require 49% (about 23) of those 80 hours to be face-to face and 51% (about 25) to be online hours;
- the number and type of contact hours per week are stated on the course reading and assignment schedule below; and
- in addition to in-class hours, all faculty post and keep regular office hours for individual consultations.

COURSE WORK TO BE EVALUATED INCLUDES BUT IS NOT LIMITED TO:

Final Exam

The Final Exam is a comprehensive exam that covers from Chapter 6 through Chapter 10 in the textbook, *Plazas*. No one will be exempt from taking it. The final exam must be taken at the scheduled time. No makeups will be given. Students will need an AccuScan scantrona for the final exam.

Chapter Exams and Quizzes

All exams and tests are closed book. There will be three (3) closed-book chapter exams on the dates listed on the course schedule. Students must bring an AccuScan scantron for each of these. The instructor may give unannounced quizzes.

Daily Evaluations

1. Daily Participation and Cultural Activities

Classes may have both lecture and laboratory activities every day. Daily participation and cultural activity points are based on 1) the completion before class of assigned Student Activities Manual (MindTap) assignments, including listening comprehension activities, and 2) participation in class. Students who arrive late or leave early will not receive these points and will be given a zero for the day. These points are a sizable portion of the final grade. Students must be aware of how much the completion of daily work affects the final grade. Daily grades cannot be made up for any reason. 3) Students who miss class are responsible for finding out the assignments missed from other classmates. **Please do not contact the instructor for assignments.** It is necessary to get some email addresses and phone numbers from some of your classmates for this purpose. There is no excuse for not having the daily work completed. 4) The teacher is under no obligation to re-teach what the student has missed.

2. Laboratory Practice

Bryan Campus: This class will meet once a week in a language laboratory. Lab work is part of the grade; therefore, it is essential to attend labs. Students are responsible for completing the Student Activities Manual, which includes listening comprehension activities and other activities to be assigned by the instructor. In addition to the scheduled classes in a Foreign Language Lab (G231 or G234), students will need to work outside of class in the Foreign Language Labs, the Open Computer Lab (H225), or the Learning Center (L258) in order to complete required activities, practice quizzes and tests. These labs have additional materials for individual student practice. Please sign in on the computer database if you use the Foreign Language Labs at any time other than during regularly scheduled class times. Tutors for Spanish may be available in the Learning Center. Please refer to posted schedules.

3. MindTap

- *Mindtap* is the program the students will be using to complete their online lab work for Spanish 1412. There are two kinds of activities in *MindTap*: "Additional Practice Activities" and "Practice Tests." All Spanish 1412 students will be assigned and are responsible for completing all of the "Additional Practice Activities" and the "Practice Test" for each Chapter, 7 through 12.
- The program is set to allow the student five attempts to complete each online "Additional Practice Activity." Both opening the activity and saving it for later count as attempts. The correct answers will be provided on the fourth attempt.
- The "Additional Practice Activities" and the "Practice Tests" are due at 11:59 PM on the date assigned. Note that 11:59:01 will be considered late.
- The students will be given one hour to complete each chapter's "Practice Test."
- Mistakes in accent marks will result in one half of a credit being deducted from the item.
- A grade of 80% or higher on an "Additional Practice Activity" is considered to be a passing grade.
- The student must answer all of the items in an activity before submitting it to be graded.
- The highest grade from all of the attempts will be "counted" in the electronic grade book.
- All of the "Additional Practice Activities" and "Practice Tests" will be due on the following nights by 11:59 PM unless the student's instructor assigns a different deadline:

Capítulo 07- 07/19

Capítulo 08- 07/26

Capítulo 09- 07/26

Capítulo 10- 08/04

Compositions

There will be two (2) compositions for the student to write in class. Each composition will be at least 125-150 words long. Topics will be given in advance and are to be prepared outside of class. Students will write compositions in class without notes and without the use of a dictionary on the dates listed on the course schedule.

Oral Evaluation

There will be an oral evaluation during the semester. This will be based upon a handout which the instructor will distribute to the students at the beginning of the semester. This required assignment demonstrates that the student has learned not only to understand and speak Spanish, but also to read and write it. Students should see the instructor if they have any questions or problems in meeting this course requirement. There will not be any make ups for oral evaluations. If a student presents valid documentation for being absent for the oral evaluation, the final exam grade will replace the oral evaluation grade. The "validity" will be determined by the instructor.

✓ Evaluation

Criteria

Type	Weight	Topic	Notes
			Distribution of grades for this class
Final Exam	20%		Cumulative final exam Chapter 6-10 20%
Major Exams	30%		Three major exams (Chapter Exams) Each worth 10%.
Daily	26%		Daily Evaluations: Cengage homework 20%, Páginas forums 6%, quizzes.
Compositions	14%		Two compositions each worth 7%
Oral	10%		Oral Evaluation: Video recording 10%

Types of evaluations and related weights

Grading System		
A	90-100%	Excellent
B	80-89%	Good

C	70-79%	Average
D	60-69%	Poor
F	Below 60%	Failing
I	Incomplete	
Q	Dropped	
W	Dropped for good cause or withdrew from college	

Criteria

Type	Weight	Topic	Notes
			The following distribution of grades is recommended:
Final Exam	22-30%		Standardized Final Exam
Major Exams	25-34%		Three major exams (Chapter Exams)
Daily	10-20%		Daily Evaluations
Compositions	10-15%		Compositions
Oral	10%		Oral Evaluation

Blinn College Policies

All policies, guidelines, and procedures in the [Blinn College Catalog \(http://catalog.blinn.edu/\)](http://catalog.blinn.edu/), [Blinn College Board Policies \(http://pol.tasb.org/Home/Index/1204\)](http://pol.tasb.org/Home/Index/1204), and the [Blinn College Administrative Regulations \(https://www.blinn.edu/administrative-regulations/\)](https://www.blinn.edu/administrative-regulations/) are applicable to this course.

[Specific information on civility, attendance, add/drop, scholastic integrity, students with disabilities, final grade appeal, alternative retailers, campus carry and proctoring arrangements and cost. \(http://www.blinn.edu/syllabus-policies/\)](http://www.blinn.edu/syllabus-policies/)

Notice of any action taken under these protocol and procedures, by Blinn College or its employees, may be delivered by hand, through the U.S. Postal Service, or electronically to the student's Blinn Buc e-mail account. Notice shall be deemed received upon actual receipt, on deposit in the U.S. Mail, or upon entering the information processing system used by Blinn College for Blinn Buc e-mail accounts, whichever first occurs.

Information about the changes Blinn has made to the May Minimester, Summer I, and Summer II semesters: [Back with Blinn \(https://www.blinn.edu/back-with-blinn/index.html\)](https://www.blinn.edu/back-with-blinn/index.html).

Humanities Division Policies

Humanities Division Policies

Attendance and Absence. To succeed in college, students are expected to attend class regularly. Instructors will keep accurate records of student attendance, and students are responsible for contacting instructors promptly regarding necessary absences. Attendance is determined by the following College policies in conjunction with the stated instructor policy (refer to Instructor Policies below).

- **Traditional and Blended Classes:** Students are expected to attend during class time, whether they are scheduled to be in the physical classroom or in the virtual classroom using Zoom. Any student who has been exposed to COVID-19, feels ill in any way, or does not feel comfortable attending class in person should notify the instructor and attend class remotely using Zoom.
- **Live Online Classes:** In Live Online classes, students are expected to log in to eCampus and attend class using Zoom during the scheduled class time.
- **Fully Online Classes:** To be counted present in fully online classes, students must not only log in to eCampus but also complete the minimum specified work by the scheduled due dates. Refer to the Instructor Policies and the Course Schedule for details.

Sometimes students may be unable to attend class at the scheduled time, especially if they are extremely ill or caring for someone who is ill. In these situations, students are responsible for communicating with their instructors in a timely manner; students also should be able to provide documentation, like a letter from a doctor, to substantiate the reasons for the absence. Blinn's health clinics are located on the Brenham, Bryan, and RELLIS Campuses and provide free health services to all current Blinn students throughout the College District, including online students: <http://www.blinn.edu/health-clinic/index.html> (<https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.blinn.edu%2Fhealth-clinic%2Findex.html&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354535739&sdata=NfJsqMvmWmxO%2Bgh6%2BcnU%2FUCwiRrr5yfEmAfdwVn3fKM%3D&reserved=0>). The stated instructor policy (below) in conjunction with the College's [Attendance Policy](https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.blinn.edu%2Fsyllabus-policies%2F&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354545731&sdata=nng7QjVmtuNvKd3WNdnSWPoeLJ7%2BZvI9ibJbjkXIBfk%3D&reserved=0) (<https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.blinn.edu%2Fsyllabus-policies%2F&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354545731&sdata=nng7QjVmtuNvKd3WNdnSWPoeLJ7%2BZvI9ibJbjkXIBfk%3D&reserved=0>) will determine whether a given absence is excused, whether a student is allowed to make up any missed work, and what the student should do to continue to make progress in the class.

Dropping the Class. Students who want to drop a class are responsible for dropping themselves. Students can drop a class by clicking the Add/Drop button in myBlinn. Students who need to withdraw from a class for medical reasons or military service should contact Blinn's Enrollment Services (979-830-4800). More information about dropping can be found in the [College Catalog](https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcatalog.blinn.edu%2Fcontent.php%3Fcatoid%3D4%26navoid%3D118%23important-information-related-to-adding-dropping-deadlines-of-courses&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354545731&sdata=q4DsN59erXoRYtTd7CngF160LQqAukyA5wdlN46ZdzE%3D&reserved=0) (<https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcatalog.blinn.edu%2Fcontent.php%3Fcatoid%3D4%26navoid%3D118%23important-information-related-to-adding-dropping-deadlines-of-courses&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354545731&sdata=q4DsN59erXoRYtTd7CngF160LQqAukyA5wdlN46ZdzE%3D&reserved=0>). For classes in the 1st 8-week term, the last day to drop a class with a grade of Q is Friday, October 2; for classes in the 16-week and 2nd 8-week terms, the last day to drop the class with a grade of Q is Monday, November 30.

Face Masks. In accordance with CDC guidance, Blinn requires all individuals on campus to wear face masks or cloth face coverings that cover both the nose and mouth when in the presence of others. Therefore, all students must correctly wear face masks while attending in-person classes. Some individuals may not be able to wear a cloth face covering due to a pre-existing medical condition or other disability. Students should contact the [Office of Disability Services](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.blinn.edu%2Fdisability%2F&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354555725&sdata=B2%2BBFxbWGBluKJKX9TV3n4zox8AK8vsUjBw1NseUcy4%3D&reserved=0) (<https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.blinn.edu%2Fdisability%2F&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354555725&sdata=B2%2BBFxbWGBluKJKX9TV3n4zox8AK8vsUjBw1NseUcy4%3D&reserved=0>) to request an exemption. Students without accommodations who do not correctly wear a face mask or other appropriate face covering will be asked to leave class. If a student continues to refuse to wear a mask or face covering, he or she will be subject to the College's [Incivility Protocol Procedure](https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcatalog.blinn.edu%2Fcontent.php%3Fcatoid%3D10%26navoid%3D335%26hl%3Dincivility%26returnto%3Dsearch%23incivility-protocol-procedure&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354555725&sdata=8mjaVWknlhUrcR4z7wOrCeobpnUMaQZN7B2FJk2A%2BnM%3D&reserved=0) (<https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcatalog.blinn.edu%2Fcontent.php%3Fcatoid%3D10%26navoid%3D335%26hl%3Dincivility%26returnto%3Dsearch%23incivility-protocol-procedure&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec98e99c29%7C1%7C0%7C637317634354555725&sdata=8mjaVWknlhUrcR4z7wOrCeobpnUMaQZN7B2FJk2A%2BnM%3D&reserved=0>).

Health and Safety. To support the health and safety of everyone on campus, students and faculty will follow all social distancing guidelines and other recommendations provided by the CDC to reduce the spread of COVID-19. Every week, students and faculty must self-certify that they do not have COVID, do not have COVID symptoms, and have not been exposed to COVID. In the event

that members of a class need to self-isolate or a room needs to be closed for cleaning, the class will continue to meet online using Zoom at the scheduled class time for the period recommended by the CDC. In these circumstances, students will be notified that they do not need to attend class in person and will instead attend class remotely. Furthermore, starting Monday, November 30, all class meetings will take place live online for the remainder of the semester. Closures, changes in class meeting locations, and other information about health and safety will be announced via email by the instructor or the College, so students should check eCampus and their Buc email accounts regularly for updates.

Papers. To maintain physical distancing, instructors will neither distribute nor collect papers in class. The course syllabus as well as instructions, prompts, and other course materials will be posted on eCampus for students to access. Students in all classes will submit all major writing assignments to a Turnitin-enabled dropbox through eCampus. All other assignments must be submitted online according to the instructor's requirements.

Attendance, Absenteeism, and Makeup Work. To succeed in college, students are expected to attend class. Instructors will keep accurate records of student attendance, and students are responsible for contacting instructors promptly regarding necessary absences.

Attendance in online classes is determined by the stated instructor policy (refer to Instructor Policies below). To be counted present in an online class, students must not only log in but also complete the minimum specified work. The stated instructor policy in conjunction with College policy will determine whether a given absence is excused and whether a student is allowed to make up missed work

Academic Honesty. Academic integrity is taught and enforced in all division classes. Plagiarism and other dishonesty will not be tolerated, whether intentional or not. Academic dishonesty includes

- submitting another person's work as one's own,
- failing to credit research sources in one's papers,
- copying or sharing items on a test or exam,
- resubmitting work from another class (without explicit instructor permission),
- colluding inappropriately on an assignment, and/or
- submitting falsified documents such as doctors' notes.

While deliberate intellectual theft signals a lack of respect for oneself and others, careless or accidental plagiarism shows the student has not understood and followed guidelines for academic writing.

As part of the grading process, students in this division submit all major papers through a similarity detection service. An instructor who suspects academic dishonesty will call a conference with the student to clarify the issue. If a student has been found in violation of the Scholastic Integrity Policy, the student's name will be forwarded to the Blinn College Student Conduct Database.

If the student has previously been cited for plagiarism at the College, a grade of F in the course will be assigned, even if the student decides to drop the course. If it is the student's first offense, the instructor will decide whether to allow the student to rewrite the paper for a reduced grade or to assign a grade of zero.

If you are having difficulty with an assignment, please get legitimate help from your instructor, the Writing Center, your handbook, or a classmate rather than resorting to plagiarism. The short- and long-term consequences are simply not worth it. Please see the [College Catalog](#) for current policy and appeal statements.

Proctoring Requirement for Online and Blended Courses. In order to maintain high academic standards, Blinn College requires that a minimum of one major assignment worth at least 10% of the total course grade must be proctored.

Because final exam integrity is essential, the Humanities Division requires that all online and blended courses proctor their final exams. Additional proctoring for exams, quizzes, and other major assignments will be determined by the instructor.

In this class, the following assessments are required to be proctored:

Proctored Assessment	Type of Proctoring
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Exam 1	Honorlock
Exam 2	Honorlock
Exam 3	Honorlock <i>or</i> Blinn Testing Center
Composition I	
Composition II	
Final Exam	

- Honorlock uses AI technology to monitor your testing session. Blinn College pays for access to Honorlock, so there is no direct cost to students at exam time. **Students must have a reliable high-speed internet connection, a webcam, and a microphone (if the webcam does not have one); students also must use Google Chrome to take the exam. Click [here](#) for an overview of Honorlock.**
- Proctoring through a Blinn Testing Center is available for free on all five campuses: [Brenham](#), [Bryan](#), [RELLIS](#), [Schulenburg](#), and [Sealy](#). Refer to the Testing Centers' websites and your eCampus class for detailed information about policies, hours, and how to arrange to take an exam at one of these locations.
- In-person proctoring by the instructor. [IF YOU ARE USING THIS OPTION, PROVIDE MORE INFORMATION.]

Medical Excuses--Bryan Campus. Students must inform their doctors' offices or clinics that their instructor might call to verify a medical excuse. If the appointment cannot be verified, the excuse will not be accepted. Falsifying such documents is prohibited under the Blinn College Discipline Code. Penalties for violating this code can include measures such as suspension or permanent expulsion from the College. **Students who do not see a doctor may also see the Blinn College nurse at the Health Clinic (Science Building, 209-7269) who can write notes for them to verify their illness.**

Student e-mail accounts: Blinn College assigns every student an email account to facilitate official College correspondence. Students need to check their Blinn accounts regularly for important communications, including excessive absence reports and emergency announcements.

FOREIGN LANGUAGE DEPARTMENT POLICIES

Make-up Work for Assignments

1. If a test or composition is missed, the student will need an original, authorized excused absence when he or she returns to class. Leaving a recorded telephone message or sending an email to the instructor **does not** comprise an excused absence. It is necessary to speak directly with the instructor, preferably during his or her office hours.
2. An authorized excused absence consists of a Blinn College sponsored event (requires an official letter); or a letter from a doctor or funeral home stating a) reason for absence, b) date of absence, c) length of absence, d) signature of doctor, etc., and e) a phone number or email address of the doctor's office or of the funeral home. If students miss class because of religious holy days, they should let the instructor know prior to the occasion. This request should be accompanied by a letter from a religious leader or organization.
3. The instructor reserves the right to evaluate each excuse. If an excuse is refused, the student will be given a "zero" for any assignment due that day. For each excused absence requested, the instructor will have the student fill out a petition with the appropriate documentation attached, i.e., a doctor's excuse.

Students, who miss more than 2 major assignments, will receive zeros for these even if they present a valid excuse.

The final grade will be the result of the student's performance during the whole semester. There will be **no extra credit**

assignments, nor a curve given on assignments or tests to raise the final grade at the end of the semester.

* Course Policies

Please read: [May Minimester, Summer I, and Summer II 2021 General Classroom Procedures.](http://www.blinn.edu/back-with-blinn/course-policies.html) (<http://www.blinn.edu/back-with-blinn/course-policies.html>)

Honorlock

Honorlock Instructions for Exams

Exams will be available in our eCampus course and will be proctored through Honorlock, a proctoring service housed within eCampus. Students must have a working computer (laptop or desktop) with a reliable internet connection as well as a working webcam with a microphone to take this exam.

Students must access eCampus in a Google Chrome browser window (available at <https://www.google.com/chrome/>) and will be prompted to download the required extension when attempting to access the exam. Be sure to “allow” the extension to run if a dialog box appears. A video demonstrating this process can be found here: <https://youtu.be/2en08gMYFp0>.

All students must be sure that they are being recorded as they take the exam. The proctoring video window will be located in the upper left-hand corner of the screen, and it will show a red circle indicating a “LIVE” recording. <https://youtu.be/2en08gMYFp0>

If students experience any difficulties trying to access, record, or submit the exam, they should use the Honorlock technical support chat function located at the bottom right-hand corner of the exam screen to reach an Honorlock support technician. This chat function will be available throughout the exam.

Each student must show a picture ID and must take the exam in a quiet and private setting. All other video and any music should be turned off, and the student should be the only person in the testing area during the entire exam. Upon grading, the instructor will review each video and confirm that all proctoring instructions have been followed.

- The picture ID shown must clearly match the student image and name.
 - If the ID shown during verification is unclear or does not match the student, then the student will receive a grade of zero for the exam.

- The testing environment must be FULLY captured with the webcam. This video must show the computer area clear of all materials and other electronics, capturing the front, both sides, and rear of the computer and all surrounding areas. The room must have a lot of light.
 - No books, papers, phones, and/or tablets are allowed during the exam.
 - If the exam is not taken in a quiet and private setting, if the testing environment is not fully shown, and/or if the testing area is not fully clear of all materials and electronics, the student will receive a grade of zero for the exam.

- Students should face the computer and camera at all times during the exam. Honorlock will flag a video when a student turns

away from the computer (to either side, upwards, or downwards) or if a student completely leaves the camera viewing area. Honorlock reports these as concerning incidents for the instructor to review.

- The instructor will review all incidents flagged by Honorlock and will make any grade determination needed based upon the video.

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Please note that any questionable incident, including but not limited to those outlined above, may be subject to Blinn College's Scholastic Integrity policy. The Scholastic Integrity Policy is located in the [Blinn College Catalog](#), in [Blinn College Board Policy FLDB \(LOCAL\)](#), and the [Blinn College Administrative Regulations](#).

--compiled by Dr. Heather Almanza and the Division of Humanities

ORAL EVALUATION

SPAN 1412 Oral Presentation Video [Video recording of yourself with your phone or with a webcam]

Here is some information and some suggestions about how to do your oral presentation. Remember that you have to speak in Spanish for three (3-4) minutes (if you read I will take points off). You will upload your video to the eCampus dropbox called "Video – Oral Exam Presentation." Look for due date on News section. The dropbox will not be reopened.

Performance: you are expected to speak without reading. (The best would be to showcase a situation in a context we have studied or which is important or interesting to you, as you will be familiar with the vocabulary and grammar.)

- > READING NOTES (remember, I can see your eyes) -20 points
 - > GLANCING AT NOTES FOR HELP - 5 points
 - > If recording is under 3 minutes - 5 points for each 10 seconds under time
- YOU WILL NOT RECEIVE AN "A" IF YOU READ PART OF THE PRESENTATION!

ATTENDANCE, [Academics](#), and [Civility](#):

1. Online Attendance Policy:

To succeed in college, students are expected to attend all lecture and laboratory periods in traditional, blended, and online classes at the prescribed time. The division does not condone class cutting by students or walks given by instructors. Instructors will keep accurate records of student attendance, and students are responsible for contacting instructors promptly regarding necessary absences.

Attendance in online classes is determined by the instructor's stated policy; to be counted present, students must log in AND complete the minimum specified work. If students do not complete the chapter assigned MINDTAP homework or assignments like Compositions, Exams, Páginas forums, Oral Exam, etc. for any particular deadline, they will be considered absent for that deadline date. The student will be dropped if they accumulate 4 of these absences (4 graded assignments)

2. **DROPPING THE CLASS.** Students who want to drop a class are responsible for dropping themselves. Students can drop a class by clicking the Add/Drop button in myBlinn. Students who need to withdraw from a class for medical reasons or military service should contact Blinn's Enrollment Services (979-830-4800). More information about dropping can be found in the [College Catalog \(https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcatalog.blinn.edu%2Fcontent.php%3Fcatoid%3D4%26navoid%3D118%23important-information-related-to-adding-dropping-deadlines-of-courses&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec9fe99c29%7C1%7C0%7C637317634354545731&sdata=q4DsN59erXoRYtTd7CngF160LQqAukyA5wdlN46ZdzE%3D&reserved=0\)](https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcatalog.blinn.edu%2Fcontent.php%3Fcatoid%3D4%26navoid%3D118%23important-information-related-to-adding-dropping-deadlines-of-courses&data=02%7C01%7Civaldez%40blinn.edu%7Ca0892b25111243c0c73f08d835030400%7C60448a85d0074d57a583bfec9fe99c29%7C1%7C0%7C637317634354545731&sdata=q4DsN59erXoRYtTd7CngF160LQqAukyA5wdlN46ZdzE%3D&reserved=0).

For summer 1, the last day to drop a class with a grade of Q is Friday, July 30.

Grading Scale

450 – 500 = A (90% – 100%)

400 – 449 = B (80% – 89%)

350 – 399 = C (70% – 79%)

300 – 349 = D (60% – 69%)

0 – 299 = F (Below 60%)

Schedule

This is a tentative schedule subject to change by the instructor.

Dates	Week 1 Meeting Details	Contact in min	WKLY HRS
Monday, July 12, 2021	Introduction – Orientation Ch 6-7	195	19.5
Tuesday, July 13, 2021	Ch 6-7	195	
Wednesday, July 14, 2021	Páginas 1 Opens - Ch 6-7	195	
Thursday, July 15, 2021	Ch 6-7	195	
Friday, July 16, 2021	Ch 6-7	195	
Dates	Week 2 Meeting Details	Contact in min	HRS
Monday, July 19, 2021	Homework Ch 6-7 Due – Ch 8-9 – Oral Exam Opens	195	19.5
Tuesday, July 20, 2021	Exam 1 Ch 6-7 Opens – Ch 8-9	195	
Wednesday, July 21, 2021	Exam 1 Ch 6-7 Closes - Ch 8-9	195	
Thursday, July 22, 2021	Composition 1 Opens - Ch 8-9	195	
Friday, July 23, 2021	Composition 1 Closes - Páginas 1 Closes - Ch 8-9	195	
Dates	Week 3 Meeting Details	Contact in min	HRS
Monday, July 26, 2021	Homework Ch 8-9 Due - Páginas 2 Opens - Ch 8-9	195	19.5
Tuesday, July 27, 2021	Exam 2 Ch 8-9 Opens – Ch 10	195	
Wednesday, July 28, 2021	Exam 2 Ch 8-9 Closes – Ch 10	195	
Thursday, July 29, 2021	Composition 2 Opens – Ch 10	195	

Friday, July 30, 2021	Composition 2 Closes – Ch 10	195	
Dates	Week 4 Meeting Details	Contact in min	HRS
Monday, August 02, 2021	Ch 10	195	19.5
Tuesday, August 03, 2021	Ch 10	195	
Wednesday, August 04, '21	Homework Ch 10 Due - Páginas 2 Closes	195	
Thursday, August 05, 2021	Exam 3 Ch 10 Opens Oral exam Due	195	
Friday, August 06, 2021	Exam 3 Ch 10 Closes	195	
Dates	finals	Contact in min	
Monday, August 09, 2021 DUE by 5:00 PM	Final Exam - Totals 2 hours	100	2.0
	TOTAL CONTACT HOURS		80
	Note: In the Carnegie Hour system 50 minutes = 1 contact hour.		