Spanish 3423 Syllabus
Grammar in Written Communication

Course Description

In Spanish 3423, students review more advanced aspects of Spanish grammar within a literary context. Rather than being taught as an end in itself, the grammar review in this class is used as a tool to make students better readers and writers. In each chapter, students will 1) read literary works from some of the most well-known and respected writers in the Spanish literary canon and 2) focus on producing certain types of written work (for example, a description of a past event, an argumentative piece about an issue of modern relevance, or a text that hypothesizes about what might happen under certain circumstances). In addition, in an effort to improve students’ skills in listening comprehension and verbal communication, students will give two oral presentations via Skype.

Course Objectives

As a student in this course, you will:

1. Master the mechanics of writing in Spanish.
2. Develop an increased appreciation for Spanish literature through reading and writing about important literary texts from the Peninsular and Latin American canon.
3. Expand upon the grammatical foundation established in previous classes and to develop a more nuanced understanding of grammatical structures.

Required Text

Taller de Escritores, with Supersite Passcode. ISBN# 978-1-61767-108-1. This is a bundled packaged that includes both the textbook itself and access to the Supersite.

Recommended Text

You may purchase the Spanish / English dictionary of your choice, but at this level, an unabridged Spanish / English dictionary is indispensable, so I strongly recommend buying an unabridged one.

Grading

Grading scale: 100-90=A; 89-80=B; 79-70=C; 69-60=D; 59-0=F
Note: A grade of C or above is highly recommended before continuing on to the next level.

Final Grade Components

Computation of the final grade in this course will be determined using the following weighted grading system:

1. Supersite activities  20%
2. Compositions 20%
3. Oral presentations 10%
4. Quizzes (drop lowest) 30%
5. Exams (2, Cumulative) 20%
1. Your homework will be completed on the Supersite, which is essentially an online workbook. These exercises will test your ability to read, write, and understand spoken Spanish. You have four tries to complete the exercises. So, if you miss some of the questions on your first attempt, you can go back and try to correct your mistakes an additional three times. Once you have submitted answers a fourth time, you will not be able to complete any additional attempts. For information about how to register for the Supersite, please see the “Supersite Registration Instructions” that I have posted on Canvas.

You will not receive any credit for exercises that you complete after taking that chapter’s writing quiz, so please make sure you complete all of the exercises for a particular chapter before you take the writing quiz for that chapter.

2. You will have a composition assignment due for every chapter that we cover in the textbook (with the exception of Chapters 3 and 5). The composition assignments will provide you with the opportunity to practice writing in different ways, depending on the focus of that chapter. For example, in Chapter 1, we’ll practice writing a descriptive essay. In Chapter 2, we’ll practice narrating events and writing a letter of opinion, etc. The textbook provides you with important tools to improve your writing, and we’ll take advantage of those resources.

All compositions must be written in MLA format, using Courier New 12 pt. font. I have posted a grading rubric on Canvas that will allow you to see how I will be evaluating your compositions. For more information about the specific composition assignments, please see the assignments that have been posted on Canvas.

Your compositions must be your work and your work only. That means that you are prohibited from using online translators or the help of another human being (including a tutor). If you turn in a composition that looks like it was written by somebody else or with the help of an online translator, I may ask to Skype chat with you so that you can explain, in detail, the structures in your composition. If you can’t explain what you have written, I will assign you a “0” for the assignment.

3. You will do two presentations, both of which will be done via Skype video chat. The first one will be over one of the authors (Gabriel García Márquez) about whom we’ll read during the first half of the course. The second one will be done over the movie Volver, by Pedro Almodóvar. There is detailed information about these presentations on Canvas.

4. We’ll have two quizzes for each chapter. At the beginning of each chapter, you’ll take a reading quiz over the literary selection that begins that chapter. Then, after studying the specific grammar points for each chapter, you’ll take a writing quiz that tests your ability to use that grammar. You can drop your lowest quiz grade. All quizzes will be taken on Canvas, and you will only have one opportunity to complete the quizzes.

5. Chapter Exams: There will be two chapter exams during the course of the class. Each exam will include a written section over the grammatical structures we have studied and a composition. All exams will by necessity be comprehensive and may include any and all material covered in the course prior to the exam. The first exam will cover Chapters 1, 2, and 3 and the second exam will cover Chapters 4, 5, and 6. All exams will be proctored and must be taken either 1) at a location approved by the Center for Independent and Distance Learning or 2) through Proctor U.
**Taking Exams with Proctor U**

Should you choose to take your exams using Proctor U, please understand that you are taking on certain risks and responsibilities. First of all, it is your responsibility to make sure that you are taking the exam on a fast connection. Use a broadband connection that will allow the pages of the exam to load quickly. Second, use a (relatively) new computer with all of the latest software updates and relevant plugins.

Students who use slow connections, older computers, or computers that lack the latest software put themselves at risk of not being able to access certain portions of the exam. **This is especially true with respect to the audio portions of the exam.**

It is important for you to understand that you only get one shot at the exam. If you take an exam with Proctor U and experience technical problems that are no fault of Proctor U or the CIDL, then you will have to live with the results. **Ignorance of this policy it not an excuse for requesting a retake.**

**Go in order**

Complete the assignments in the order that they are listed on the course schedule. Doing assignments out of order could result in not receiving credit for your work.

**Course timeline**

This is a 6-month course. You are responsible for making your own schedule and sticking to it. If you run out of time, you will not be given an extension. If the class ends before you complete all of the assignments, you will be given a “0” for all unattempted items, and I will assign your final grade accordingly.

**Sending e-mails to your instructor**

Writing an e-mail to your instructor is different from sending a text to a friend. When e-mailing your instructor, please include the following information:

1) a salutation. This doesn’t have to be anything formal, and it can be as simple as “Chris” or “Hola profesor”, but it should not be omitted. After a conversation has been started, it’s not necessary to repeat the salutation for each subsequent message in that thread.

2) specific information about the class number and section number in which you’re enrolled.

3) If you’re referencing a quiz, exam, homework assignment, or composition, be as specific as possible. If it’s a quiz, tell me “Chapter 4 Reading Quiz for Spanish 3423 Section 400” (know what section you’re in), for example, or if it’s a homework assignment, tell me the name of the homework assignment and the chapter in which I can find it. I teach a lot of classes, and this will help me to respond to your e-mail in a timely manner.

4) your name at the end of the message. Again, this has more to do with etiquette, but it also helps me to identify you, as sometimes e-mail addresses alone are not sufficient for that. Having said that, I hope you will reach out to me when you want help. I’m amazed at the number of students who try to do this class on their own, without any help from me. I’ve even had students apologize for sending me messages, which I really hope you don’t do. The more you’re in touch with me, the better. I’m available via e-mail or Skype, and if you don’t understand something, ask me for help. I have extra worksheets for a lot of these concepts, and there is no substitute for face-to-face interaction.
**Academic Misconduct (Please read carefully)**

As a student taking a course at the University of Oklahoma you are expected to uphold the academic integrity code. Please visit http://integrity.ou.edu and familiarize yourself with the standards you will be held to while taking your course.

In addition to this, I will add that drastic discrepancies in your performance on different assignments will earn you heightened scrutiny in my class. For example, if you turn in a composition that is flawless only to fail miserably on an exam, you will be required to chat with me about your composition, either in my office or via Skype. I may ask you to rewrite the composition either under my supervision or using a different proctor than the one you used the first time around, just to make sure that your academic integrity was not compromised during the first writing of your composition. If you do your own work and follow the rules, then this won’t be a problem for you.

**Religious Observance:**

It is the policy of the University to excuse the absences of students that result from religious observances and to reschedule examinations and additional required classwork that may fall on religious holidays, without penalty.

**Reasonable Accommodation Policy:**

Students requiring academic accommodation should contact the Disability Resource Center for assistance at (405) 325-3852 or TDD: (405) 325-4173. For more information please see the Disability Resource Center website http://www.ou.edu/drc/home.html. Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me personally as soon as possible so we can discuss accommodations necessary to ensure full participation and facilitate your educational opportunities.

**Title IX Resources and Reporting Requirement:**

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on call 24/7. To learn more or to report an incident, please contact the Sexual Misconduct Office at 405-325-2215 (8 to 5, M-F) or OU Advocates at 405-615-0013 (24/7). Also, please be advised that a professor/GA/TA is required to report instances of sexual harassment, sexual assault, or discrimination to the Sexual Misconduct Office. For more information, please see http://www.ou.edu/eoo.
Course Plan Spanish 3423

Class Introduction
1) Read the entire syllabus and all news items on the course’s home page on Canvas (canvas.ou.edu).
2) Register for the Supersite (see Registration Instructions).
3) Take the required quiz over the syllabus and the required survey on the exam proctor information.
4) Write out a schedule for yourself in a Microsoft Word document indicating the dates by which time you will have completed each chapter and taken the two exams. E-mail this schedule to your instructor, Chris Kneifl (kneifl@ou.edu).

Chapter 1
1) Read Platero y yo on pages 4 – 5 of your textbook, including the introductory material on page 4 about Juan Ramón Jiménez. If you prefer to read the text yourself, that’s fine. Or, if you would prefer to have the text read to you while you follow along, go to the first assigned activity for chapter 1 in the Supersite and click on the headphone icon to hear the reading.
2) Complete the Lectura activities for chapter 1 on the Supersite.
3) *Optional* If you would like extra help with the reading, complete sections 1 & 2 on p. 6 of your textbook and send them to me via email. I will look over your responses and send you my feedback.
4) Take the chapter 1 reading quiz on Canvas.
5) Review pages 7 – 21 in the textbook. In addition, review the document titled Rules of Pronunciation on Canvas. This document will help you to make more sense of the three types of words presented on page 19.
6) Complete sections 1.1 – 1.7 on the Supersite in addition to Talleres de escritura 1A, 1B, 1C, and Taller adicional.
7) Take the chapter 1 writing quiz on Canvas.
8) Review the study guide for composition #1 on Canvas.
9) Write composition #1 on Canvas (must be proctored).

Chapter 2
1) Read La siesta del martes on pages 34 – 39 of your textbook, including the introductory material on page 34 about Gabriel García Márquez. Again, if you would prefer to listen to the text while you follow along in your book, please go to the first assigned activity for chapter 2 and click on the headphone icon (you will have this option for every chapter).
2) Complete the Lectura activities for chapter 2 on the Supersite.
3) *Optional* If you would like extra help with the reading, complete sections 1 & 2 on p. 40 of your textbook and send them to me via email. I will look over your responses and send you my feedback.
4) Take the chapter 2 reading quiz on Canvas.
6) Complete sections 2.1 – 2.6 on the Supersite in addition to Talleres de escritura 2A, 2B, 2C, and Taller adicional.
7) Take the chapter 2 writing quiz on Canvas.
8) Review the study guide for composition #2 on Canvas.
9) Write composition #2 on Canvas (must be proctored).

Chapter 3
1) Read Una bandera rota y embarrada on pages 72 – 74 of your textbook, including the introductory material on page 72 about Isabel Allende.
2) Complete the Lectura activities for chapter 3 on the Supersite.
3) *Optional* Sections 2 & 3 on pp. 75 – 76 (email them to me for feedback).
4) Take the chapter 3 reading quiz.
5) Review pages 77 – 91 in the textbook.
6) Complete sections 3.1 – 3.6 on the Supersite in addition to Talleres de escritura 3A, 3B, 3C, and Taller adicional.
7) Take the chapter 3 writing quiz on Canvas.
8) Do author presentation via Skype video chat.
9) Review study guide for exam #1 on Canvas and take exam (must be proctored).

Chapter 4
1) Read La generación de los mil euros on pages 104 – 108 of your textbook, including the introductory material on page 104 about Antonio Jiménez Barca.
2) Complete the Lectura activities for chapter 4 on the Supersite.
3) *Optional* Sections 1 & 2 on page 109 of your textbook (email them to me for feedback).
4) Take the chapter 4 reading quiz.
6) Complete sections 4.1 – 4.5 on the Supersite in addition to Talleres de escritura 4A, 4B, 4C, and Taller adicional.
7) Take the chapter 4 writing quiz on Canvas.
8) Review the study guide for composition #3 on Canvas.
9) Write composition #3 on Canvas (must be proctored).

Chapter 5
1) Read La civilización del espectáculo on pages 142 – 144 of your textbook, including the introductory material on page 142 about Mario Vargas Llosa.
2) Complete the Lectura activities for chapter 5 on the Supersite.
3) *Optional* Sections 1 and 2 on page 145 of your textbook (email them to me for feedback)
4) Take the chapter 5 reading quiz.
5) Review pages 147 – 161 in the textbook.
6) Complete sections 5.1 – 5.6 on the Supersite in addition to Talleres de escritura 5A, 5B, 5C, and Taller adicional.
7) Take the chapter 5 writing quiz on Canvas.

Chapter 6
1) Read Crítica literaria sobre la antología “Recuerdos inventados” on pages 175 – 176 of your textbook, including the introductory materials on page 174 over the authors.
2) Complete the Lectura activities for chapter 6 on the Supersite.
3) *Optional* Sections 1 & 2 on p. 177 (email them to me for feedback)
4) Take the chapter 6 reading quiz.
6) Complete sections 6.1 – 6.6 on the Supersite in addition to Talleres de escritura 6A, 6B, 6C, and Taller adicional.
7) Take the chapter 6 writing quiz.
8) Do movie review via Skype video chat.
9) Review the study guide for composition #4 on Canvas.
10) Write composition #4 on Canvas (must be proctored).
11) Review study guide for exam #2 and take exam on Canvas.

¡Felicidades y buena suerte!