

**DEPARTMENT OF MODERN LANGUAGES
AND CULTURAL STUDIES**
<https://uofa.ualberta.ca/modern-languages-and-cultural-studies>

**2018-2019 SPAN 378 B1: Teaching Spanish as a Second Language
(Winter Term)**

Instructor: Dr. Xavier Gutiérrez
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Time: T-R 2:00-3:20pm
Place: HC 2-37
Office Hours: T 1:00-2:00pm
or by appointment

Course Prerequisite: SPAN300 or 306, or consent of department

It is your responsibility as a student to ensure that you have the appropriate prerequisites for the course.

Course-based Ethics Approval in place regarding all research projects that involve human testing, questionnaires, etc.?

Yes No, not needed, no such projects approved.

Community Service Learning component

Required Optional None

Past or Representative Evaluative Course Material Available

NA (New course; no representative materials available)

Additional mandatory Instructional fees (approved by Board of Governors)

Yes No

Course Description and Objectives:

The goal of this course is to introduce students to a variety of topics related to teaching Spanish as a second/foreign language. The topics will cover trends in language pedagogy, as well as issues in lesson planning, development of materials and activities, teaching the four skills (speaking, listening, reading and writing) and language aspects (vocabulary, grammar), and assessment. In addition to discussing and critically reflecting on these topics from a theoretical standpoint, students will have opportunities to practically apply the concepts discussed. Thus, while the course establishes connections with theoretical aspects of language teaching and learning, the main focus is on actual practices in instructional settings.

Learning outcomes

By the end of the course, successful students will be able to:

- critically reflect on their second language learning experiences
- identify and describe aspects of major teaching methods
- identify and discuss principles of communicative and task-based language teaching
- critically analyze teaching practices
- evaluate and critique teaching materials and activities
- design activities and tasks for language teaching

Texts:

Required:

García Moreno, C. (2015). *Materiales, estrategias y recursos para la enseñanza del español como 2/L* (2ª edición). Madrid: Arco/Libros

Diccionario de términos clave de ELE: https://cvc.cervantes.es/ensenanza/biblioteca_ele/diccio_ele/

Additional materials will be made available on eClass.

Grade Distribution (see “Explanatory Notes”):

Tests	2 x 12.5% = 25% (Feb. 26 & Apr. 9)
Final project	25% (Apr. 23)
Task comparison	10% (Feb. 7)
Reflection papers	2 x 10% = 20% (Jan. 22 & Apr. 4)
Homework	20% (ongoing)

Other important dates:

Jan. 8	First day of classes
Feb. 18-21	Reading Week – no classes
Apr. 9	Last day of classes

Fall / Winter Exam Planner for the 2018-2019 academic year can be found at the following site:
<https://www.ualberta.ca/registrar/examinations/exam-schedules/fall-2018-winter-2019-exam-planner>

Date of Deferred Final Exam: TBD.

Please, consult the following site for details on deferral of exams:

[https://calendar.ualberta.ca/content.php?catoid=6&navoid=806#Examinations_\(Exams\)](https://calendar.ualberta.ca/content.php?catoid=6&navoid=806#Examinations_(Exams))

For information on how to apply for a deferred exam see [“I Missed my Final Exam, Now What?”](#)

Explanatory Notes on Assignments:

Tests 25%

There will be two tests, each worth 12.5%, focusing on the topics we will discuss in class. Test I is scheduled for February 26 and Test II is scheduled for April 9. The format of the tests and their specific content will be discussed in class.

Final project 25%

For the final project, you will have to design a task cycle for a language class incorporating the pedagogical elements that we will work on throughout the term. In addition, you will have to submit a critical description and analysis of your task cycle. The final project is due on April 23. Further details and guidelines will be discussed in class.

Task comparison 10%

For this assignment, you will receive examples of tasks that you will have to compare and critically analyze on the basis of the features of tasks that we will discuss in class. This assignment is due on February 7. Further details and guidelines will be discussed in class.

Reflection papers 20%

You will have to complete two reflection papers, each worth 10%, discussing your prior experiences as second language learner and your ideas about second language teaching. The first reflection paper is due on January 22 and the second one on April 4. Further details and guidelines will be discussed in class.

Homework 20%

Throughout the term, you will have to complete several short homework assignments, each of them worth 5% or less. The deadlines for these assignments will be announced at least one week in advance. Some of these assignments will be ungraded, but you will receive credit for having completed them.

GRADING:

Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, [Evaluation Procedures and Grading System](#)). The University Grading Procedure mandates that "a student's level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" (<https://policiesonline.ualberta.ca/>). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

"MLCS Undergraduate Grading Scale"

Descriptor	Letter Grade	Grade Point Value	%
Excellent. A+, A or A- is earned by work which is superior in content and form and demonstrates an exceptional grasp of the subject matter. The grade of A+ designates work that far exceeds course expectations. Grades in the A range are normally achieved by a small number of students.	A+	4.0	97-100
	A	4.0	93-96
	A-	3.7	90-92
Good. B+, B or B- is earned by work that demonstrates a thorough comprehension of the course material and a good command of relevant skills. Grades in the B range are normally achieved by the largest number of students.	B+	3.3	87-89
	B	3.0	83-86
	B-	2.7	80-82
Satisfactory. C+, C or C- is earned by work that demonstrates an adequate grasp of the course material and relevant skills. Grades in the C range designate work that has met the basic requirements of the course.	C+	2.3	77-79
	C	2.0	73-76
	C-	1.7	70-72
Poor/Minimal Pass. D+ or D is earned by work that demonstrates minimal familiarity with the course material. Grades in the D range generally indicate insufficient preparation for subsequent courses in the subject matter.	D+	1.3	65-69
	D	1.0	60-64
Failure.	F	0.0	0-59

REQUIRED NOTES:

Policy about course outlines can be found in the [Evaluation Procedures and Grading System](#) of the University Calendar.

Student Responsibilities:

Academic Integrity:

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour (online at www.governance.ualberta.ca) and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All students should consult [the Academic Integrity website](#). If you have any questions, ask your instructor.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the [Academic Discipline Process](#).

Language courses:

Students involved in language courses and translation courses should be aware that the use of on-line translation to complete assignments constitutes a form of cheating as the student's own understanding and work is therefore not reflected. Also, students in language courses should be aware that, while seeking the advice of native or expert speakers is often helpful, excessive editorial and creative help in assignments is considered a form of cheating that violates the Code of Student Behaviour.

Learning and Working Environment:

The Faculty of Arts is committed to ensuring all students; faculty and staff are able to study and work in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment. The Department urges anyone who feels that this policy has been or is being violated to:

- Discuss the matter with the person whose behaviour is causing concern; or
- If that discussion is unsatisfactory, or there is concern that directs discussion is inappropriate or threatening, discuss it with the Chair of the Department.

For additional advice or assistance regarding this policy you may contact the [Office of the Student Ombuds](#). Information about the [University of Alberta Discrimination and Harassment Policy and Procedures](#) is described in [UAPPOL](#).

Territorial Statement:

“The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.” (from the beginning of the Calendar).

University of Alberta Sexual Violence Policy:

The Sexual Violence Policy was approved by GFC in June 2017. It plays a vital role in ensuring a safe and respectful learning and working environment.

As defined in the policy, **sexual violence** is any sexual act or act of a sexual nature, or act targeting sexuality, whether physical or psychological, committed without consent. **Sexual violence** is a complex and serious problem in society and on university campuses. Sexual violence can affect individuals of all gender identities, gender expressions, and sexual orientations, as well as those from all ages, abilities, racial, cultural and economic backgrounds. Through this policy, the University of Alberta recognizes its responsibility to reduce sexual violence in the University community. The university aims to do so by fostering a culture of **consent** and support through education, training and policy. The University recognizes the possible effects of trauma on those who have experienced sexual violence and supports the efforts of individuals to seek support and recover.

To read the policy in more detail, please visit: <https://policiesonline.ualberta.ca/PoliciesProcedures/Policies/Sexual-Violence-Policy.pdf>

Recording of Lectures:

Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

Attendance, Absences, and Missed Grade Components:

Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections [Attendance](#) and [Examinations](#) of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

Deferral of term work is a privilege and not a right; there is no guarantee that a deferral will be granted. Misrepresentation of facts to gain a deferral is a serious breach of the Code of Student Behaviour.

In this course, participation is an essential component; therefore, students are expected to attend class daily, be prepared to interact in Spanish in a variety of situations, keep up with the material, complete and hand in assigned homework, and take exams on the scheduled date.

a. Excused absences are not automatic; therefore, in cases of potentially excusable absences (emergency conditions, incapacitating illness, religious convictions or legitimate University-related business), students may apply for an excused absence for missed classes, term work, or exams. Please note:

- For an absence to be considered excused, instructors will request adequate documentation to substantiate the reason for the absence (i.e. in the form of a “Medical Declaration Form for Students” <https://uofa.ualberta.ca/arts/-/media/arts/student-services/documents/medicaldeclarationformforstudents.pdf>). Please, note that a “Statutory Declaration” submitted at the end of term covering multiple absences during the term will not be accepted.
- A student must inform the instructor within two working days following the class which was missed, or as soon as the student is able, having regard to the circumstances underlying the absence.
- For missed exams or term work, **no extension will be given after this deadline has elapsed and a grade of ZERO will be assigned.**
- For an excused absence where the cause is religious belief, a student must contact the instructor(s) within two weeks of the start of Fall or Winter classes; and within three days of the start of Spring or Summer classes.
- **No request for make-up for missed work or exams will be considered without proper documentation.**
- Providing any kind of document(s) does not imply an automatic approval; it will be at the discretion of the instructor to accept or decline a document and/or grant the student’s request for an excused absence.
- For further explanation regarding absences that may be excusable and procedures for addressing course components missed as a result, consult the [Attendance](#) section of University Calendar.

b. Unexcused absences. Each student is **allowed two unexcused absences for the entire term.** This does not include days on which assignments are due or when an exam or test is given. **For any unexcused absence beyond the allotted two, 2% per unexcused absence will be taken off the final course grade.** In addition, a **grade of ZERO** will be given for any exams or assignments that are not completed or handed in as a result of an unexcused absence.

Policy for Late Assignments:

- Students should be aware that **under no circumstances will homework assignments, quizzes, compositions, and/or written and/or oral exams/presentations be made up unless special arrangements have been made with the instructor prior** to the due date or the exam date.
- Formal **written** documentation will be required for an excused absence.
- Under **no circumstances** will the MLCS main office (Arts 200) receive work from students on behalf of instructors.

Disclaimer:

Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

Student Resources:

The best all-purpose website for student services is: <https://www.ualberta.ca/current-students>.

Accessibility Resources: (1 – 80 SUB)

The University of Alberta is committed to creating work and learning communities that inspire and enable all people to reach their full potential. Accessibility Resources promotes an accessible, inclusive, and universally designed environment. For general information to register for services visit the [Accessibility Resources](#) webpage.

The Academic Success Centre: (1-80 SUB)

[The Academic Success Centre](#) offers a variety of workshops on effective study and exam strategies. There are in-person and online sessions available for a modest fee.

The Centre for Writers: (1-42 Assiniboia Hall)

The [Centre for Writers](#) offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

Health and Wellness Support: There are many health and community services available to current students. For more information visit the [Health and Wellness Support](#) webpage.

Office of the Student Ombuds:

The [Office of the Student Ombuds](#) offers confidential interviews, advice and support to students facing academic, discipline, interpersonal and financial difficulties.

ADDITIONAL INFORMATION

Consultation with instructor

You are encouraged to consult with me about any course-related issues with which you may need help (e.g., questions regarding course content, the structure of the course, or your progress). The fastest way to reach me is by e-mail, and you can expect a response within 24 hours, except on weekends. If you need to see me in person, I am available during office hours or we may set up an appointment if those hours do not work for you.

Please, note that you are responsible for any notes or material from any class missed. Do not contact me in this regard.

Use of Spanish

This is a Spanish course, therefore it will be taught in Spanish. However, we may occasionally use English if it is deemed pedagogically appropriate. Furthermore, to benefit from this course and to acquire a greater understanding of the language, students are expected to speak Spanish as much as possible in class.

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