

**ORIENTATION: Mon. Aug. 22nd at 8:30 pm (online via WebEx; recording will be available afterwards)** See my webpage for information about the orientation to the class.

<http://sites.gsu.edu/slangston2/>

You will need to access iCollege (our learning management system) right away in order to access the course. To obtain your iCollege username and password, go to [campusid.gsu.edu](http://campusid.gsu.edu) **All students must first take the Class Passport Quiz in iCollege in order for the remainder of the content to show and also to prevent being dropped from the class.**

**INSTRUCTOR:** Stephanie Langston

**SESSION:** Fall 2022

**TELEPHONE:** (770) 891-2845 (office)

(770) 856-0980 (mobile)

**EMAIL:** [slangston2@gsu.edu](mailto:slangston2@gsu.edu)

**OFFICE:** Newton 1N 2421

**Office Hours (Newton Campus):** Mondays and Wednesdays 11:15 – 1:15

**Virtual Hours** dedicated to my online classes:

Tues. 9-11 PM and Thurs. 9-11 PM. At these hours, you will be able to text chat / audio chat / video chat with me inside of the Supersite ([www.vhlcentral.com](http://www.vhlcentral.com)) using the Live Chat tool. You may also email me inside of iCollege or text/call me at 770-856-0980 during these hours for a quick reply. We can also schedule a Zoom or WebEx session during these hours or set-up an appointment for a different time. You may utilize face-to-face and/or virtual hours.

For the quickest response, please email through iCollege. **You can expect a response within 24 hours M-F.** You are also welcome to call my cell phone or send me a text message (770-856-0980). Be sure to include your first and last name when you do. My email address is above. If your question is specific to an activity inside of the Supersite, use the “Ask Your Instructor” feature as I check those daily.

**Instructor's webpage:** <http://sites.gsu.edu/slangston2/>

**iCollege website:** [icollege.gsu.edu](http://icollege.gsu.edu)

**Homework website:** [www.vhlcentral.com](http://www.vhlcentral.com)

## **MATERIALS REQUIRED for THIS CLASS**

### **REQUIRED for THIS CLASS**

Vistas 6th edition Custom Student Edition Volume 2 (Loose-Leaf) (Lessons 6-10) + 6-month Supersite Plus WebSAM and vText Volume 2: 978-1-54331-259-1

Vistas 6e Cstm SE(LL) V2 (6-10)+SSPlus+wSAM(6M)PER

You may purchase from the Perimeter College bookstore (online warehouse). The correct package does not exist in used form or from other vendors. Please do not purchase from another source without asking your instructor first as most students receive the incorrect package/code and are not able to obtain a refund when they purchase elsewhere. There is NO refund from our bookstores once the shrink-wrap material is opened.

Finally, you will need access to a computer with internet access (hi-speed) to access iCollege and the Supersite (where you will do your assignments and quizzes) with speakers or headphones for this

course. You will also need an inexpensive computer mic. Some computers have built-in mics. You may obtain an inexpensive computer mic for about \$ 12 from Walmart or Target.

You only need to purchase the volume that contains the chapters that you need for 1002 (Lec. 6-10) and a code for six months of Supersite. You will have 6 months of access to the Supersite. If you take the next level in sequence (2001), you will need to make another purchase for the next semester. Should you drop this course, you will be given a one-time code extension. This must be requested by and verified by your instructor. Looseleaf materials may not be resold used (by law) and codes may not be shared or sold to others by their owners (by law).

You will find more information on the course materials and how to obtain them in the “Getting Started” folder in iCollege (Al Empezar). You’ll find instructions on how to set-up your online account to use the Supersite, the portal for the ebook, online assignments, assessments and recordings, in the learning module “Supersite Orientation”.

### **COMPUTER EXPERIENCE, TECHNICAL REQUIREMENTS AND TECH SUPPORT**

Please go to the very end of this syllabus for a detailed explanation of what you will need.

**PREREQUISITES:** Successful completion of Spanish 1001 with a grade of C or higher, or placement into 1002.

**COURSE DESCRIPTION:** This course is the second in a two-course sequence at the elementary level of Spanish. The course consists of the study of the fundamentals of the language, using Spanish as the language of instruction. Emphasis is on oral communication with grammar and vocabulary taught in context and Hispanic culture presented using interactive activities, discussion, and readings. This course is not open to native speakers, which includes anyone who used the language as his or her principal language of education.

**CONTENT:** This course will cover chapters 6-10 of the text.

### **EXPECTED EDUCATIONAL RESULTS:**

Upon successful completion of this course, the student will be able to:

1. Communicate effectively, in oral and written form, ideas and information studied at this level
2. Give and receive information by expressing choices and preferences
3. Discuss and describe people, places, and activities
4. Analyze information and assimilate grammar, vocabulary and culture
5. Read and negotiate meaning of shorter texts including dialogues, passages, poems, lists, or correspondence
6. Use correct vocabulary, grammar, and pronunciation to organize information and draw conclusions about topics studied at this level
7. Negotiate meaning within the appropriate sociocultural context
8. Produce, recognize and evaluate the sound system of the language
9. Gain cultural understanding and appreciation of the Spanish-speaking world through literature, film, or the arts
10. Compare and contrast cultures of the Spanish-speaking world with student’s own cultures
11. Express the value of cross-cultural communication and the study of a foreign language; apply skills beyond the classroom setting

### **Communicative Goals:**

#### **You will learn how to:**

1. Talk about and describe clothing.
2. Express preferences in a store.
3. Negotiate and pay for items you buy.
4. Describe your daily routine.
5. Talk about personal hygiene.
6. Reassure someone.
7. Order food in a restaurant.

8. Talk about and describe food.
9. Express congratulations.
10. Express gratitude.
11. Ask for and pay the bill at a restaurant.
12. Describe how you feel physically.
13. Talk about health and medical conditions.

### **1002 Grammar Topics**

1. Saber vs. conocer (the two verbs that mean “to know”)
2. Indirect object pronouns
3. The preterite tense (the simple past tense) – regular, irregular, stem-changing, and spell-changing forms
4. Demonstrative adjectives and pronouns
5. Reflexive verbs
6. Indefinite and negative words
7. Ser and ir in the preterite
8. Verbs like gustar
9. Double object pronouns
10. Comparisons and superlatives
11. Verbs that change meaning in the preterite
12. The uses of ¿Qué? and ¿Cuál? (both of which can mean “What?” and “Which?”)
13. Prepositional pronouns
14. All forms of the imperfect tense (the other past tense in Spanish)
15. The preterite vs. the imperfect
16. Constructions with “se” (accidental occurrences and the impersonal se)
17. Adverbs

### **ARE YOU IN THE CORRECT LEVEL OF SPANISH? FIND OUT NOW !**

If you have taken SPAN 1001 (Elementary Spanish I), you are in the correct level.

We have a free placement exam available online to students. If you feel you need to be at a higher level of Spanish and it is still VERY early in the semester, please take it and send your instructor your results. See <http://sites.gsu.edu/slangston2/placement-exam-info/> It is not permitted to take two levels of Spanish simultaneously.

### **iCollege:**

**We will be using iCollege for this course. All important course information will be posted to this course’s iCollege page, including grades, some quizzes, review sheets, etc.** It is imperative that you obtain a GSU iCollege username/password if you do not already have one. To find out your username/password combo, go to [campusid.gsu.edu](http://campusid.gsu.edu) If you are new to Desire to Learn, please go through the iCollege student orientation so that you will be prepared for how to navigate the course in iCollege. You’ll find it at <http://teaching.technology.gsu.edu/tools/brightspace/brightspace-student-support/college-student-orientation/>

### **COMMUNICATION WITH INSTRUCTOR:**

**We will be using iCollege for this course. All important course information will be posted to this course’s iCollege page, including instructions, grades, some tests, review sheets for the final exam, due dates on the calendar, reminders, withdrawal notifications, etc.** It is imperative that you obtain an iCollege username/password if you do not already have one [campusid.gsu.edu](http://campusid.gsu.edu) It is also important that you log into the iCollege page and check emails/announcements/calendars/updates often. **You will not receive emails in the traditional sense; you will have to log into iCollege frequently to check your emails/announcements for this class.** If you are not able to gain access, you will need to sign up for a username and password. **Use the following link to obtain your username and password and/or to find answers to iCollege questions and troubleshoot.** <http://technology.gsu.edu/help-center/>

## **WITHDRAWAL POLICY:**

If you wish to withdraw yourself (if you are not making satisfactory progress in the course), you must do so by **Tues. Oct. 11th, the midpoint**, to avoid receiving an F or a WF later. You are responsible for withdrawing yourself and must take care of the appropriate paperwork to initiate that withdrawal.

## **GRADING GUIDELINES AND COMPONENTS:**

**You'll find due dates on the calendar in iCollege and at the bottom of the syllabus.**

**Students will be graded on a point system based on 1,000 points:**

Quiz over Supersite usage/demo...Take as often as you like until the deadline.....	20
Quiz over syllabus.....Take as often as you like until the deadline.....	20
Participation in iCollege Discussions...3 @ 20 pts..(includes Welcome disc.) No grades drop.....	60
Participation in a “Charla con Café: Conversation and Review” session (Oral Assessment).....	60
Chapter Assignments.....5 @ 75 points with lowest assignment chapter grade dropped.....	300
(“Assignments” include all assignments for each lección in the Supersite; details below)	
Lesson Tests (Pruebas) .....5 chapters @ 50 points with lowest/missed quiz grade dropped.....	200
Flip Video Discussion (Oral Assessment) (see below) .....1 @ 40 pts (with no grades dropped).....	40
Community Engagement Project / Integrated Proficiency Assessment.....	100
Final Exam.....mandatory & comprehensive.....	200
<b>TOTAL POINTS.....</b>	<b>1,000</b>

<b>GRADING SCALE</b>	<b>900 - 1,000 = A</b>	<b>800 – 899 = B</b>
<b>700 – 799 = C</b>	<b>600 – 699 = D</b>	<b>599 or less = F</b>

**\*\*NOTE that a C is required to take the next level of Spanish.**

Students are responsible for keeping up with their grades. **You will see ALL your grades in College** (“grades” tab in red header). To determine your average at any time, simply divide your point tally by the total possible points at that time. For example, if I had 440 points out of 500 available, my score would be  $440 \div 500 = 0.88$ , which would be 88 on a scale of 100.

## **EXTRA CREDIT:**

Many opportunities will be given throughout the semester. They will count as points towards your total average. You may earn up to 30 points (on the 1000 scale) of extra credit.

**RESOURCES FOR SUCCESS IN THE COURSE:** Be sure to take advantage of my iCollege reviews (per chapter you will find written reviews, mp3 audio reviews and video tutorials that I’ve recorded). Also, when I conduct a Charla con Café Conversation and Review session in WebEx (free webinar platform through iCollege), do your best to participate. You are required to participate in one, but I encourage you to participate in all (or watch the recordings for the others). You may use your webcam, computer mic or call in on the phone. Don’t wait until the last minute to get help. Let me know if you are having a problem. Our publisher’s portal, the Supersite (at [www.vhlcentral.com](http://www.vhlcentral.com)) also offers the “Ask Your Instructor” feature in which you may ask me a question inside of individual activities. I encourage you to use this.

## **FREE TUTORING:**

Because it is assumed that you have retained the material from the previous Spanish classes, it is a good idea to review that content before beginning this course. Review those areas that you do not remember well from lecciones (chapters) 1-5. This is especially important if it has been awhile since you have taken a Spanish class. **The LTC (Learning and Tutoring Center) offers free tutoring in person and online.** Most campuses have Spanish tutoring for free. Online tutoring is also available. Visit their website for more information. <https://success.students.gsu.edu/learning-tutoring-center/> There is also link in iCollege for this course to **Smarthinking, a free online tutoring service.**

## **ATTENDANCE POLICY AND MISSED / LATE WORK POLICY**

In this online course, you will be allowed to work at your own pace, but you must adhere to the deadlines set forth in the course calendar (see bottom of syllabus and iCollege calendar). **Make-ups are not allowed for categories in which a grade drops (nor is late work).** For categories in which there is a dropped grade, that grade will drop as your lowest. If there is an issue for a grade in a category that does not offer a dropped grade, contact me to schedule a make-up of such an item. If illness or some other excusable reason prevents a submission for a second missed item in a category in which one grade drops, contact me. **You are responsible for checking iCollege for announcements and emails from me (check at least every other day) and for letting me know if you have questions as you proceed through the course.**

## **COVID-19 RESOURCES**

Student life will supply one free GSU mask to each student. GSU offers free COVID-19 vaccinations and free testing to all GSU students. Coronavirus Resources: <https://covidinfo.gsu.edu/>

## **ASSESSMENTS:**

Assessments consist of tests, quizzes, exams, projects, and oral graded items. In the grading rubric, they are in several different categories, but I will explain them all here. **All assessments should be of your own work. You may use our class materials, but NOT Google Translate (or other translation sites/apps) and you may not have outside assistance with assessments.**

**SUPERSITE USAGE QUIZ** – This quiz is **mandatory** for all. The Supersite Usage Quiz is on iCollege. You may take it from any computer and you may retake it until the deadline (see bottom of this syllabus for deadlines).

**SYLLABUS QUIZ** – This quiz is **mandatory** for all. The Syllabus Quiz is on iCollege. You may take it from any computer and you may retake it until the deadline (see bottom of this syllabus for deadlines).

## **COMMUNITY ENGAGEMENT PROJECT / INTEGRATED PROFICIENCY ASSESSMENT:**

This will consist of engaging with Spanish speakers in the community. Multiple options will be given, such as a brief interview of a native speaker, volunteering in some way to serve the Hispanic community, offering a Spanish lesson to children, etc. Virtual options will be offered. You will upload a video of the interaction to share with me. More details will be given in iCollege. There will be an Interpretive portion (submitted online and involving listening comprehension and writing), a presentational portion (the video of your engagement in Spanish in the community), and an interpersonal portion (where you answer questions of classmates in Spanish about your experience). You will have a rubric provided in advance and be graded separately for each portion. This grade cannot be dropped.

## **TESTING:**

All tests (chapter quizzes and exams) will be done online and on your own from a computer of your choosing.

**QUIZZES (Lesson Test)** -- Each chapter has an end-of-lesson quiz "Prueba. Quizzes are **graded for accuracy (grammatical, spelling, accents, etc.)**

The quizzes are open book/open note (using your own notes and/or the book/vtext) but are timed and graded for accuracy. This means that if you do not study in advance, you will run out of time. **Do NOT use Google Translate (or other translation sites/apps). No outside help is permitted on assessments.** Your success in using a foreign language depends upon your committing to memory vocabulary words and grammar structures. **Also you are only allowed ONE ATTEMPT at any quiz.** If you experience technical difficulties while taking a quiz, email me and contact tech support at **1-800-248-2813.**

**FOR EVERY LESSON:**

**THE LESSON TEST/QUIZ / PRUEBA** (“Lesson Test” online via the Supersite (at [www.vhlicentral.com](http://www.vhlicentral.com)) for each chapter)

You’ll see this quiz or “Lesson Test” show in your dashboard listed by the due date (will show “quiz” and time due) AND you can also access it in the Supersite calendar.

You should complete ALL contextos and estructura sections (tutorials and assignments)

and study the content before taking the lesson quiz/Prueba. **You will be allowed 45 minutes for the**

**Lesson Quiz.** Use the accent toolbar for fill-in-the-blank sections when necessary. Be

sure to **study the grammar review notes** for each lesson in the iCollege module(s). Be sure to read the

instructions carefully for each section of the quiz. **You only have one attempt for this quiz.**

**FINAL EXAM:** The final exam is **departmental, comprehensive (over all five chapters), and mandatory.** Your assignment completion will prepare you for it. **It cannot be dropped.** A review sheet will be posted on iCollege and I will hold a review session. **You will take it on iCollege by the deadline (see bottom of syllabus). You are allowed one timed attempt and you must complete the attempt in the same sitting in which you begin it.**

**YOU ARE RESPONSIBLE FOR TAKING ALL TESTS AND COMPLETING ALL ASSIGNMENTS ON-TIME ACCORDING TO THE CALENDAR in ICOLLEGE (also, see bottom of syllabus).**

### **HOW I WILL GRADE YOUR SPEAKING SKILLS ONLINE**

There will be several individual oral recordings as homework assignments for every lesson that will be graded only on effort and completion. These will be similar to the assignments that students typically do in a face-to-face class.

Still, speaking the language is the area where most online students feel they suffer the most due to lack of oral communication in a face-to-face classroom with other students. This is why I am offering the “Charla con Café Conversation and Review Sessions and **why I need to hear you in a real-time (synchronous) conversation for a couple of these. The items listed below will be assessments of your speaking skills, affording me the opportunity to evaluate and give feedback to each of you.**

#### **Charla con Café Conversation and Review Sessions**

We will begin with questions that cover vocabulary and grammar topics that you will have learned by the time of the session. Because I will be grading you on your responses to a few of the questions. You are welcome to join more than one. If you do join more than one, you will have the opportunity to improve your previous score. Also, the review portion will be recorded for the benefit of those who do not join a particular session. Times and dates are listed at the end of this syllabus in the calendar area.

We will use a virtual classroom (webinar platform) called WebEx. A link with details will be sent in advance. We will have a synchronous (real-time) conversation with each other. We can speak real-time (via computer mic or telephone).

Here’s how it works. I will offer three sessions (one of them will be the final exam review session). You may pick the day/time that works best with your schedule for each. You do not need to let me know in advance; simply join the session by following the link that I will provide in iCollege (instructions will follow in iCollege before first one with an option to simply “call in” if you are unable to “join” the room).

I will facilitate the conversation and ask students to respond.

**This format allows me to give you real-time feedback as I would in a face-to-face class for improvement without having to return later for that feedback.** Of course, each student’s actual grade will remain private and will show in iCollege under “My grades.”

### Flip Video Discussion Post (a graded Individual oral activity) - Lec. 7

Lec. 12 will have an individual oral recording for the graded oral activity. We will use Flip (a free app). You may post with your phone, tablet, laptop, or desktop. You will receive instructions in advance. It will be similar to a discussion board, but for spoken language. **You will need to be on video for this one. You will also need to reply to the post of one other student (also using video).**

This will be an individual recording submitted on your own (you choose the date and time as long as it is submitted by the deadline). I will grade each student's submission (content, pronunciation, and grammar structures) and give you **personalized recorded video feedback** so that you will have a chance to practice your pronunciation and make improvements. It is very important to review this feedback.

**Community Engagement Project / Integrated Proficiency Assessment** You will receive instructions in advance for this project. The interpretive portion will consist of watching a video in Spanish and answer questions about it. You will engage in Spanish in the community for the presentational portion and you will ask and answer questions of one another in Spanish about your project experiences for the interpersonal portion. The presentational and interpersonal portions are oral portions. You will be given a choice of completing the interpersonal portion either as a Partner Chat in the Supersite (with one other student from class) or of joining a WebEx session see calendar below). The Community Engagement Project / IPA folder in iCollege will have full details.

### PARTICIPATION IN iCOLLEGE DISCUSSIONS (WRITTEN)

You will participate in three of these. There will be a Welcome/Intro post, a culture-related post for lesson 9 and a content-related post for Lec.10. For each topic, in order to receive full credit, you must post one message in Spanish (four complete sentences). You must also select one post from one other student from each discussion to reply to in order to receive full credit. Your reply should be two complete sentences in length in Spanish. You do not need to worry about accent marks in the discussion messages; I will grade on the content of your message (feel free to express your own opinion but be sure the language is comprehensible and that you address the topic).

**CHARLA CON CAFÉ (Conversation and Review Sessions)** There will be three “Charla con Café” **Conversation and Review sessions** via in WebEx (free webinar platform through iCollege). In these, we will practice conversing in Spanish using current and previous vocabulary and grammar concepts. You will be graded on the three to four questions that you answer. They will all come from recent vocabulary and grammar topics. We will also review current grammar concepts and practice skills. This is also a good forum to ask questions about upcoming items. **You are required to participate in one, but I encourage you to participate in all (or watch the recordings for the others). Also, you will have the opportunity to improve your previous score if you participate in more than one.** You may use your webcam, computer mic or call in on the phone. See the course calendar below (with dates and times for each) so that you can mark your calendar for at least one of these. The speaking will occur during the "Conversación" portion at the beginning. During the "Repaso" (Grammar Review) portion, there will be "audience response" style quick checks interspersed throughout my teaching of the content, but it will be via written response (text, Kahoot multiple choice game, and/or Mentimeter audience engagement platform). Anything that you need will be free and accessible on any device.

### SUPERSITE ASSIGNMENTS:

Instructions on getting set-up to do assignments in the Supersite and on using the Supersite are in the “Using the Supersite” folder in iCollege.

**If you experience technical difficulties while in the Supersite, you'll need to contact tech support: 1-800-248-2813**

A student must complete online assignments by the deadlines. All of these assignments are to be done online at [www.vhlcentral.com](http://www.vhlcentral.com). You will see these activities display next to their due dates in your student dashboard. Simply click “start” and you will be taken through the assignments in the appropriate order and be shown teaching tutorials first. They will also show on the Supersite Calendar. Also, be sure to watch the **Tutorials** BEFORE doing the activities. The activities should be done in order. This website requires certain computer settings, browser settings/versions, etc. See the end of the syllabus for details. **Late assignments will NOT be accepted (no exceptions). I will drop your lowest chapter of homework.**

**You will be allowed four attempts to complete most assignments (with the exception of true/false activities and those that are open-ended).** Some of them are for completion credit and will not be graded for accuracy, although the system will show you your score for each so that you can track your progress. Some assignments are **graded for accuracy**. You will always have four attempts at those. **To see which ones are “graded” (for accuracy) activities, you can click on the Supersite Calendar. Both types comprise your grade, so submit all of them.** The system will give you guided feedback. It will show you which portions of your answer are incorrect in order to help you improve your score at each attempt. It is important that you not fall behind. Assignments are due by 11:59pm on their due date. **DO NOT WAIT UNTIL THE EVENING THEY ARE DUE. Remember that high-speed access is suggested for the websites we use.**

### **UNIVERSITY POLICIES:**

For a complete listing of the college policies, please visit:

<http://catalog.gsu.edu/undergraduate20152016/university-academic-regulations/>

**ATTENDANCE:** A student must log in to iCollege within the Attendance Verification period (**check academic calendar**). It is **STRONGLY RECOMMENDED** that students log in to iCollege the first day of class so as not to miss any important announcements. If you do not log-in during the attendance verification period, you will be dropped from class. If you cannot access iCollege, notify your instructor immediately so that you are not dropped from the class. Also, even if you submit the Class Passport Quiz, if you do not submit work/assignments/participate in the course, you can also be dropped as “Stopped Attending.”

**COLLEGE POLICY ON CHEATING AND ACADEMIC HONESTY:** Cheating is against school policy. Cheating includes any attempt to defraud, deceive, or mislead me, your instructor, in arriving at an honest grade assessment, and may include copying answers from other students or using unauthorized notes during tests. **Plagiarism is a particular form of cheating that involves presenting as one's own the ideas or work of another, and may include using other people's ideas without proper attribution, quoting from other's work without indicating that it is a direct quote (even if attribution is made) and submitting another person's work as your own.** Copying material from the internet and presenting it as your own work without noting the author and source is plagiarism. **Having another person submit work on your behalf is also academically dishonest. Using any translation website or app on an assessment is also considered academically dishonest.** Violations of the cheating policy will result in a grade of '0' for the assignment in question and a referral for violation of the Student Conduct Code, and may result in a failing grade for the course at my discretion. **While you are welcome to use resources on assignments (homework), it is expected that all work on assessments is your own. You may not have outside assistance from a translation site or from another person on assessments.** The college policy can be found at the following link: <http://catalog.gsu.edu/undergraduate20152016/university-academic-regulations/#academic-honesty>

### **SHARING OF INSTRUCTOR-GENERATED MATERIALS**

The selling, sharing, publishing, presenting, or distributing of instructor-prepared course lecture notes, videos, audio

recordings, or any other instructor-produced materials from any course for any commercial purpose is strictly prohibited unless explicit written permission is granted in advance by the course instructor.

**ACCOMODATIONS:** Students who wish to request accommodation for a disability may do so by registering with the Access and Accommodation Center. Students may only be accommodated upon issuance by the [Access and Accommodation Center](#) of a signed **Accommodation Plan** and are responsible for providing a copy of that plan to instructors of all classes in which accommodations are sought. <https://access.gsu.edu/about-us/contact-us/>

### **DIVERSITY, INCLUSIVITY, AND RESPECT STATEMENT**

Students in this class are encouraged to speak up and participate during online class discussions. The students on our class represent a diversity of individual beliefs, backgrounds, and experiences, and therefore, every member of this class must show respect for every other member of this class.

### **STUDENT BASIC NEEDS STATEMENT**

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. The [Embark program at GSU](#) provides resources for students facing homelessness.

**LEARNER SUPPORT:** The following are all free resources for students.

- [Counseling](#)
- [Crisis Services](#)
- [Health Services](#)
- [Advising](#)
- [Tutoring](#)

**EQUAL OPPORTUNITY STATEMENT** No person shall, on the basis of age, race, religion, color, gender, sexual orientation, national origin or disability, be excluded from participation in, or be denied benefits of, or be subjected to discrimination under any program or activity of Perimeter College of Georgia State University.

**AFFIRMATIVE ACTION STATEMENT** Perimeter College of Georgia State University adheres to affirmative action policies designed to promote diversity and equal opportunity for all faculty and students.

**DISCRIMINATORY AND SEXUAL HARASSMENT** – In an effort to foster a community in which there can be a free and open development and discussion of ideas, Georgia State University is committed to maintaining a working and learning environment free of discriminatory and sexual harassment. Georgia State University has adopted policies and procedures concerning such forms of harassment that may be obtained from the Office of Opportunity Development/Diversity Education Planning, the Ombudsperson, or Dean of Students. In addition to the procedures outlined in these policies and procedures, a person alleging an instance of discriminatory or sexual harassment may file a complaint with the Office of Opportunity Development/Diversity Education Planning, the Ombudsperson, the Dean of Students, the respective college administrative unit and the appropriate state or federal agencies. Students can file complaints of sex discrimination with the Title IX coordinator, Linda J. Nelson, Assistant Vice President for Opportunity Development/Diversity Education Planning, in person at 460 Ten Park Place, by email at [afaljn@langate.gsu.edu](mailto:afaljn@langate.gsu.edu), by telephone at 404-413-3300 or by fax at 404-413-2560.

**NETWORK USE POLICY:** Please read information found at the links below concerning your rights, responsibilities, and restrictions regarding use of the college network. [https://app.gsu.edu/policies/index.cfm?view\\_policy=5878](https://app.gsu.edu/policies/index.cfm?view_policy=5878) [https://app.gsu.edu/policies/index.cfm?view\\_policy=5854](https://app.gsu.edu/policies/index.cfm?view_policy=5854) [https://app.gsu.edu/policies/index.cfm?view\\_policy=5875](https://app.gsu.edu/policies/index.cfm?view_policy=5875) [https://app.gsu.edu/policies/index.cfm?view\\_policy=5877](https://app.gsu.edu/policies/index.cfm?view_policy=5877)

## **TECHNICAL REQUIREMENTS, TECH SUPPORT AND COMPUTER EXPERIENCE:**

For this class you will need to have the following computer experience: using a word processing program, navigating web browsers and websites, using iCollege (at [college.gsu.edu](http://college.gsu.edu)) and using SUPERSITE (at [www.vhlcentral.com](http://www.vhlcentral.com)).

You will find the online orientation to iCollege at the link below. It is vital that you do this orientation if this is your first time using iCollege.

<http://teaching.technology.gsu.edu/tools/brightspace/brightspace-student-support/college-student-orientation/>

Also, you should check your browser at:

<http://www.usg.edu/usgweb/d2lchecker/>

Should you have technical difficulties **with iCollege** during this course, please visit:

<http://technology.gsu.edu/help-center/>

You will also need to become familiar with using Supersite (our online book and resources for this course). The Supersite contains demos under "Help/Resources" in the right-hand column under "Student Tools."

If you have technical difficulties **with the Supersite** during this course, please visit:

[www.support.vhlcentral.com](http://www.support.vhlcentral.com) or call **1-800-248-2813**

If you experience computer problems that are not related to either iCollege or using the Supersite, contact your computer manufacturer (such as HP or Dell).

You will need frequent access to the internet as ALL of the coursework is done online. You will have a physical companion for offline study, but all else is done while connected to the internet. While online, you will need to allow pop-ups from the two sites we use for the course (at [college.gsu.edu](http://college.gsu.edu) and [www.vhlcentral.com](http://www.vhlcentral.com)). You may use the campus open computer labs (or language labs on the Dunwoody and Clarkston campuses). Keep in mind that you will need to bring a headset for listening activities so as not to disturb others in the lab (the same is recommended for library/learning resource computers). For the recording activities, you must be in a place where you can speak out loud into your microphone.

Your computer will need internet access (high-speed HIGHLY recommended), a sound card, either speakers or a headset for listening activities, an inexpensive computer microphone (either built-in or purchased separately for around \$ 10). You will NOT need a special Spanish keyboard or a Spanish language bar plug-in. If you need special accented characters, they will be provided to you in such a way that you can insert them or copy and paste them.

To use the Supersite to its best advantage, you must have the appropriate software, plug-ins, and network connection. Please take the time to read through the following and to download the following software, if you do not have it installed already.

## **INTERNET ACCESS**

- High-speed Connection (256 Kbps) recommended

## **OPERATING SYSTEM AND BROWSERS**

### **WINDOWS 98, NT, 2000, ME, XP, and Vista**

- Internet Explorer 6.0 or higher
- Firefox 1.0.7 or higher

- **Cookies** must be enabled
- **Java** must be installed & enabled

### **MAC OS X (10+)**

- Firefox 1.0 or higher
- Safari 1.2 x or higher
- **Cookies** must be enabled
- **Java** must be installed & enabled

### **MAC OS 9 (Classic Mode)**

- Internet Explorer 5.1
- Mozilla 1.0 or higher
- **Cookies** must be enabled
- **Java** must be installed & enabled

### **BROWSER SETTINGS**

- Adjust Pop-up Blockers to allow pop-ups from www.vhlcentral.com
- Cookies must be enabled
- JavaScript must be enabled

**COURSE CALENDAR (IMPORTANT DATES): iCollege course calendar will have these dates, too.**

**Complete all assignments/quizzes/oral activities and take all exams by dates listed on calendar below:**

The deadlines are just that. You may (and are encouraged to) submit the assignments earlier; do not wait until the last couple of days to begin work, as there are many assignments. The course syllabus provides a general plan for the course; deviations may be necessary; instructor will post any changes online and alert the class to them.

**If I need to change any of these dates, you will be notified in iCollege and the calendar will be updated.**

**You have until 11:59pm the evening of the due dates listed below to have all work completed. Please see the Supersite for the current lesson to see individual due dates for assignments for that lesson.**

**ORIENTATION: Mon. Aug. 22nd at 8:00 pm** (online via WebEx; recording will be available afterwards)

**Thurs. Aug. 25<sup>th</sup>: SYLLABUS QUIZ** in iCollege:

**Thurs. Aug. 25<sup>th</sup>: SUPERSITE USAGE QUIZ** in iCollege:

### **LECCIÓN 6 / CHAPTER 6:**

**Thurs Sept. 1st Assignments** in the SUPERSITE will be due on this date. **Please also post to the Welcome Discussion (and reply to one other student) by this date.**

Mon. Sept. 5<sup>th</sup> - The college is closed for Labor Day

**Thurs. Sept. 8th Assignments** in the SUPERSITE will be due on this date.

**Thurs. Sept. 15th Assignments** at SUPERSITE, and the **Prueba (lesson test)** in the SUPERSITE

### LECCIÓN 7 / CHAPTER 7:

**Thurs. Sept. 22nd Assignments** in the SUPERSITE will be due on this date.

**Sunday Sept. 25<sup>th</sup> at 3:00pm: Charla con Café: Conversation and Review Session via WebEx** (You will need to participate in one of three of these offered throughout the semester.)

**Thurs. Sept. 29th Assignments** in the SUPERSITE will be due on this date

**Thurs. Oct. 6th Assignments** at SUPERSITE, and **Prueba (lesson test)** in the SUPERSITE. The **oral graded activity** will be due on this date, too. You will post a brief video in **Flip**. **You will need to be on video for this one and you will also need to reply to one other student.** See iCollege Lec. 7 folder for details.

**WITHDRAWAL DEADLINE / MIDPOINT: Tues. Oct. 11th**

### LECCIÓN 8/ CHAPTER 8:

**Thurs. Oct. 13th Assignments** in the SUPERSITE will be due on this date.

**Thurs. Oct. 20th Assignments** in the SUPERSITE will be due on this date. Also, the **Interpretive Portion of the Community Engagement Project/IPA will be due.** It is an activity in the Supersite. You will be graded according to the rubric in the Community Engagement Project / IPA folder in iCollege. This portion consists of watching a brief video and answering some questions about it. You will also propose your idea for the Community Engagement Project at the end of this activity.

**Fri. Oct. 21st: Charla con Café: Conversation and Review Session via WebEx at 10am** (You will need to participate in one of three of these offered throughout the semester. If you choose a different one, you may watch the recording of this one.)

**Thurs. Oct. 27th Assignments** at SUPERSITE (**some of these assignments will be for Lec. 9**, but only Lec. 8 will be covered on the quiz for this due date), and the **Lec. 8 Prueba (lesson test)** in the SUPERSITE will be due on this date.

### LECCIÓN 9 / CHAPTER 9:

**Thurs. Nov. 3rd Assignments** in the SUPERSITE will be due on this date.

**Thurs. Nov. 10th Assignments** in the SUPERSITE will be due on this date), and the **Prueba (lesson test)** in the SUPERSITE. **Also, the cultural discussion post is due by this date.**

### LECCIÓN 10 / CHAPTER 10:

**Thurs. Nov. 17th Assignments** in the SUPERSITE will be due on this date. Also, the **Presentational Portion of the Community Engagement Project / IPA is due.** **You will upload a video of your interaction in Spanish in the community and share it with me.** See project details and upload instructions in the Community

Engagement Project/IPA folder in iCollege. This will be graded according to the rubric found in that folder. This is not a grade that can drop.

**Mon. Nov. 21st – Fri. Nov. 25th** - The college is closed for Thanksgiving break. Nothing is due. You may work on Lec. 10, the interpersonal portion of the Community Engagement Project/IPA and / or study for the final exam.

**Mon. Nov. 28th at 8:30pm: Charla con Café: Conversation and Final Exam Review Session via WebEx** (You will need to participate in one of three of these offered throughout the semester.) **If you don't join live, it is very important to watch the recording in order to prepare for the final exam.**

**Tues. Nov. 29<sup>th</sup> by 11:59pm** – The Interpersonal Portion of the Community Engagement Project/ IPA is due. – You will find instructions in the Community Engagement Project/IPA folder in iCollege. For this portion, you will ask/answer questions about one another's projects. If you are submitting a Partner Chat, it will be due by Tues. Nov. 29<sup>th</sup> in the Supersite. If you prefer, you may participate in a WebEX Wed. Nov. 30<sup>th</sup> instead (See below).

**Wed. Nov. 30th 8:30 pm** – Option to participate in WebEx (Interpersonal Portion of Community Engagement Project/IPA where you ask and answer questions about your projects). If you submitted a partner chat in the Supersite, you do not need to participate in this WebEx Session. Instructions will be sent ahead of time in iCollege.

**Thurs. Dec. 1st Assignments** at SUPERSITE and the **written discussion** in iCollege will be due on this date

**Mon. Dec. 5th Assignments** at SUPERSITE and the **Prueba (lesson test)** will be due on this date.

**FINAL EXAM:** Take during the period of **Tues. Dec. 6th – Sat. Dec. 10<sup>th</sup>**. (Exam Dates subject to change.). The final exam covers chapters 6-10. A review sheet will be provided via iCollege and a review session provided and recorded.

Your constructive assessment of this course plays an indispensable role in shaping education at Georgia State. Upon completing the course, please take the time to fill out the online course evaluation.