



FALL SEMESTER 2019
ONLINE INTRODUCTORY SPANISH 102
COURSE WEB ADDRESS:

<https://connect.mheducation.com/class/a-glaviano-spanish-102-2>

COURSE DESCRIPTION AND OBJECTIVES

Elementary Spanish 102 is a three-credit hour course designed to introduce you to the Spanish language, to the many facets of Hispanic culture, and to develop all language skills: **speaking, listening, writing, and reading**. In this course you will develop your ability to communicate in Spanish in everyday situations by learning basic Spanish vocabulary. Upon completion, you will be able to comprehend and respond with grammatical accuracy to spoken and written basic Spanish and demonstrate cultural awareness. This course consists of at least 20 hours a week of online activities.



EQUIPMENT NEEDED

The equipment needed for this course is:

1. **A computer, a tablet or a smart phone** with internet access. Feel free to use a tablet, or a smart phone, if it is more convenient for you. However, we do recommend a desk top or a lap top computer.

If you decide to use a tablet or a smart phone, make sure that **every once in a while you save your work on your desk top or lap top computer.**



2. **A set of headphones with a microphone.**

Many computers come equipped with their own microphones but often they are placed inside the computer too far away from the student's mouth, and due to this, the software cannot correctly "hear" what the student says, thereby hindering the learning process. That's why it is recommended to use a headset with a microphone attached to it.

3. **TEXTBOOK**

Textbook: **TU MUNDO** e-version, 2nd edition.

Authors: Tracy Terrell and Andrade.

This is an electronic textbook and will be purchased at Mxcc bookstore with the book key.

For **Technical Assistance**, call: **1-800-331-5094**. (For a fast connection to a representative, press 2, 2, and 1 and the beginning of each menu prompt.

In case you need to get in touch with your instructor, you can contact me **via e-mail**: **aglaviano@mxcc.commnet.edu (RECOMMENDED)** or by **phone: 860-343-5807**.

HOW DOES IT WORK???

All the students signed up for this course will learn Spanish as described above by using "**CONNECT**", a sophisticated online language software engineered by MacGraw Hill Publishing Company.

You'll log into this web site every time you will be studying Spanish

To have access to this software, you need to do the following:

1. Click/copy and paste this link:
<https://connect.mheducation.com/class/a-glaviano-spanish-102-2>
2. Click on the "**REGISTER NOW**" button.
3. Fill in all the blanks with your personal information. All information will be kept private.

ATTENDANCE

1. **Withdrawal**: You may withdraw from this class any time before the end of the 11th week of the semester. A completed and signed withdrawal form must be on file in the Records Office by the deadline in order to receive a "W" on your transcript. If you fail to complete this process on time, you will receive a letter grade at the end of the semester, which will include zeroes for any work not submitted. Course withdrawals may affect financial aid and veteran's benefits. Please make this decision carefully and with the help of your advisor. See the Academic Calendar and the College Catalog for specific dates and procedures regarding the withdrawal process.
2. **Incomplete**: If, for a very important reason, you cannot finish this course, you must apply for an **incomplete** by picking up an incomplete form at the Registrar's Office and having the instructor sign it. If you do not follow this procedure, you will receive an automatic **F**.

HOMEWORK

Doing homework is important for several reasons such as: it aids in understanding the contents of your lessons, and it provides learning opportunities for the reinforcement of work learned during school time. Homework also makes you develop the culture of meeting deadlines.

Doing and submitting your homework is a requirement in this course. The score/points received for doing your homework will not be counted towards your final grade.

Not submitting your homework will result in 5 (five) points off your final grade for each exercise/question missing.

The homework will be done by using the language software "**CONNECT**".

Doing the homework and handing it in on time is a requirement in this course.

Not doing the homework will result in **five (5) points** per missing exercise taken off the student's final grade. Handing it late will result in one point per exercise taken off the final grade at the end of the semester.

By doing the homework students get to practice before their quizzes and by respecting the deadlines the instructor does not get flooded with homework to review or correct at the very end of the semester.

IMPORTANT: Please ignore the score/points you'll see on your Connect website. Students don't receive a grade or score for doing the assignments/homework.

As mentioned earlier, no points will be given to students' final grade at the end of the semester for simply doing the homework. Doing the homework is a requirement in this course.

To know what is your average simply calculate your average coming exclusively from the grades you earned in your quizzes. You also need to make sure you submitted all your homework to avoid penalties for missing homework (five points off your final grade per missing exercise as mentioned above.)

If a student has a specific reason why he or she couldn't do the homework or handed it in late, the student would want to share the reason with the instructor.

Your syllabus tells you where and how to find your assignment on your "CONNECT" account. The assignment will be found in the middle of your CONNECT's account. Simply click on the chapter being studied and then on the various exercises appearing on the screen



WRITTEN HOMEWORK

You are required to do written homework. You'll be given detailed instruction in your syllabus.

If you lost your syllabus and need a replacement, please ask. Your instructor will send you a new one immediately.

The directions about how to do your homework will be explained once you get to the assignment section of **CONNECT**. Please contact your instructor if you need help understanding homework directions.



AUDIO HOMEWORK

In order to listen or speak Spanish in this course you will need to use your headphone/microphone set. Make sure that your set is plugged in to your computer or electronic device. Make sure the microphone is very close to your lips. To purchase this item, go online or to the **MxCC bookstore (860) 346-4490**. It is approximately \$20.00.

It is very possible that the first time you plug your headset into your computer/electronic device it may ask you to calibrate your headphone/microphone for better use of the software. It's a very easy and fast process. If you have any problems, just let me know or better yet call **CONNECT's Tech Support: 1-800-331-5094** (Preferred).

Once your headset is ready, follow the on-screen instructions.

QUIZZES

There will be a quiz at the end of every single chapter. Since we will be covering six chapters this semester, there are going to be 6 quizzes.

Your quizzes will be comprised of both written and oral exercises.

Your quizzes will be corrected and graded by both the online software and by the instructor and they are going to be **time sensitive**. So, make note of when you have to take your quizzes. **They will be available online only for 24 hours.**

Missing a quiz is a major problem since the quiz's solutions will appear online 24 hours after the quiz submission.

If a student will be allowed to make up her/his quiz for a very unusual circumstance, the student would have to come on campus to make it up.

Your final grade will be the result of the grades you earned in your quizzes, and for required assignment completion. Failure to do so will result in an automatic "F".

LATE SUBMISSIONS

Generally speaking, submitting your homework or quizzes late is not allowed and students will be penalized. (for details read the homework section on page 3) and therefore their late submission is NOT automatically accepted. In rare occasions they will allowed or not, depending on a case by case basis.

GRADING AND FINAL GRADE

Your final grade will be the result coming from the 6 grades you earned from your quizzes.

To calculate your final grade simply add all these grades up and divide the result by 6.

Please be aware that despite Connect scoring/grading your homework these grades/scores are not going to be factored in when issuing final grades. Thank you.

Your grading is based on the following scale:

95 - over 95= A	75= C
90-94= A-	70- 74= C-
86-89= B+	66-69= D+
85= B	65= D
80-84= B-	60-64= D-
76-79= C+	UF = *

Anything below 60 is equal to an F.

IMPORTANT: Final grades will be affected by missing homework.

* **UF**= Students who enroll in a course, do not officially withdraw, fail to participate in course activities through the end of the term, and who have insufficient gradable work during the course, should now be given a final grade of “UF” – “unearned F.”

The “UF” grade will automatically convert to an “F” on the student’s transcript and will count in the GPA.

This is extremely important because “UF” is replacing the “N” transcript notation (“N” = “no basis for grade”). **“N” has been discontinued.** “N” was never counted in the student’s GPA. **Therefore, the new “UF” grade will result in financial aid consequences for the student.**

In sum, students will have a transcriptable grade, which counts in their GPA, for each and every course EXCEPT if they officially withdraw from a course.

All Community Colleges will use the same grading system as defined below:

Grade	Quality Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
F	0.0

All assignments are time sensitive. this syllabus explains what materials you need to cover during each session, and how, and especially by when, you need to have your assignment completed. If you do not complete the assignments by the given deadline, the software will lock

you out and you will be unable to retrieve the missed assignment and therefore will not receive credit for it.

Please be diligent and e-mail your instructor (aglaviano@mxcc.commnet.edu) whenever you are experiencing difficulties.

EXTRA HELP

All online students are fully entitled to receive the same kind of extra academic help like anyone else.

If at any given time you realize you need some extra help, please be aware that you have the following options available to you at any time:

1. **Phone appointment** where both parties, faculty and student, set an appointment for extra help over the phone. Optionally, both parties could be sitting at their computers while talking over the phone.
2. **Appointment on campus.** Both the faculty and the student will be meeting on campus either in Middletown or Meriden. Whichever works best for the student.
3. **Skype.** Both faculty and the student can schedule an appointment on Skype.

Not understanding how the program works is no excuse for late work.

AGOSTO 2019 

After logging in your CONNECT'S account, in order to have access to your e-book click on the

picture of your e- book you see on the right.



Click on the “book contents” in order to select the chapter you are studying. In your case select “Capítulo 6 ¡A Conversar!” for example.

In order to select each different section within the chapter, look to your right and you will see another **sub menu** (*Capítulo 6 sections*). You will be able to navigate the different sections of this chapter by clicking on it.

Please be aware that “**Comunicate**” stands for vocabulary, “**Infórmate**” stands for grammar and “**vocabulario**” stands for....well....vocabulary. 😊

In the *vocabulario* section you will be able to hear the vocabulary or Spanish words. You cannot do that in the *Communicate* section. To hear the pronunciation of the Spanish words, simply click of the **play button** (blue tringle). Please **repeat** what the speaker says **3 times every time**. The cursor can be dragged up and down and you can also pause the audio if you want to.

Now, let’s start working!

August 28

CAPÍTULO 6 Las carreras y los oficios

VOCABULARIO:

- Las materias, p. 220
- Las actividades en clase, p. 220

Now click again on the drop down menu on your right (Capítulo Sections) and select "Comunícate". Now you will see the same words you listened to in the "vocabulario" section. You see these words now with pictures and in a context.

COMUNÍCATE:

- Las materias, 192
- Las actividades en clase, p. 197

Now click one more time on the drop down menu on your right (Capítulo Sections) and select "Infórmate". In this section you'll learn about Spanish grammar. All explanations are done in English now.

INFÓRMATE:

- The Indirect Object Pronouns, p. 212

Now that you are done studying the various topics, you are ready to do your homework where you are going to reinforce what you studied above. To find it, go to your homework section of your web page. Several exercises links will appear on your screen. Click on their links to gain access.

You just successfully finished navigating through the various sections of this chapter. Every other chapter will work in the exact same way. If you have any questions, please contact me: aglaviano@mxcc.commnet.edu. Thank you.

SEPTIEMBRE 2019



- 2** **LABOR DAY – NO CLASSES**
- 4** **CAPÍTULO 6 Las carreras y los oficios**
- VOCABULARIO:** - Las habilidades, p. 220
- COMUNÍCATE:** - Las habilidades, p. 201
- INFÓRMATE:** - The present Progressive, 215
- 9** **CAPÍTULO 7 Los lugares y la residencia**
- VOCABULARIO:** - Los quehaceres domésticos
- INFÓRMATE:** - The Preterite
- 11** **CAPÍTULO 6 Las carreras y los oficios**
- VOCABULARIO:** - Las profesiones y los oficios, p. 220
- Los lugares del trabajo, p. 220
- COMUNÍCATE:** - El empleo, p. 203
- INFÓRMATE:** - *Saber* and *Poder* + Infinitive, p. 217
- Obligations: **tener que, deber, necesitar;** p. 218
hay que, es necesario + Infinitive
- 16** **CAPÍTULO 6 Las carreras y los oficios**
- Please review on your own chapter 7 in preparation for your quiz. Thank you.
- 18** **CAPÍTULO 6 Las carreras y los oficios**
- Quiz on Capítulo 6

23

CAPÍTULO 7 Los lugares y la residencia

VOCABULARIO:

- La casa y los cuartos, p. 254
- Los muebles, los aparatos domésticos, etc., p. 254

COMUNÍCATE:

- La casa y los cuartos, p. 224
- El vecindario y los lugares, p. 229

INFÓRMATE:

- Comparisons of Inequality: **más/menos**, p. 246
- Comparisons of Equality: **tan/tanto**, p. 248

HW: You'll find your homework already assigned on your e-book.

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CAPÍTULO 7 Los lugares y la residencia

VOCABULARIO:

- El vecindario y la casa, p. 254
- Los lugares en la ciudad, p. 254

COMUNÍCATE:

- Las actividades domésticas

INFÓRMATE:

- Knowing People, Places, and Facts: **conocer** and **saber**, p. 249

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CAPÍTULO 7 Los lugares y la residencia

VOCABULARIO:

- Los quehaceres domésticos, p. 254

COMUNÍCATE:

- Actividades en casa y en otros lugares, p. 236

INFÓRMATE:

- The Preterite, p. 251

*** Please review on your own chapter 7 in preparation for your quiz. Thank you.**

OCTUBRE 2019



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CAPÍTULO 7 Los lugares y la residencia

- Quiz on Capítulo 7

7

CAPÍTULO 8 - Hablando del pasado

- Video activity: **Mi país: Colombia y Panamá**

(Please don't do the exercises on this page. Thank you)

9

CAPÍTULO 8 Hablando del pasado

VOCABULARIO:

- Los verbos irregulares en el pretérito, p. 284

COMUNÍCATE:

- Mis experiencias, p. 258

INFÓRMATE:

- Verbs with Irregular Preterite Forms, p. 276

HW: You'll find your homework already assigned on your e-book.

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CAPÍTULO 8 Hablando del pasado

VOCABULARIO:

- Los verbos que cambian de significado en el pretérito, p. 284

COMUNÍCATE:

- Mis experiencias con los demás, p. 262

INFÓRMATE:

- Stem-Changing Verbs in the Preterite, p. 279

HW: You'll find your homework already assigned on your e-book

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CAPÍTULO 8 Hablando del pasado

VOCABULARIO:

- ¿Cuándo? P. 284

COMUNÍCATE:

- Hechos memorables, p. 268

INFÓRMATE:

- Verbs with Special Meaning in the Preterite: **conocer**, p. 281

poder, querer, saber, tener

- Expressing *ago*: **hace** + Time, p. 282

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CAPÍTULO 8 Hablando del pasado

Please review on your own chapter 8 in preparation for your quiz. Thank you.

23

CAPÍTULO 8 Hablando del pasado

- Quiz on Capítulo 8

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CAPÍTULO 8 Hablando del pasado

Cultural video: México

HW: You'll find your homework already assigned on your e-book.

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CAPÍTULO 9 ¡Buen provecho!

VOCABULARIO:

- El desayuno, p. 319

COMUNÍCATE:

- La cocina del mundo hispano, p. 288

INFÓRMATE:

- Personal and Impersonal Dir. Obj. Pronouns: p. 312

lo, la, los, and las

HW: You'll find your homework already assigned on your e-book.



NOVIEMBRE 2019



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CAPÍTULO 9 ¡Buen provecho!

- VOCABULARIO:** - El almuerzo y la cena, p. 319
- COMUNÍCATE:** - La nutrición, p. 290
- INFÓRMATE:** - Using Affirmative and Negative Words: p. 314
alguien/nadie, algo/nada

HW: You'll find your homework already assigned on your e-book.

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CAPÍTULO 9 ¡Buen provecho!

- VOCABULARIO:** - La carne, p. 319
- COMUNÍCATE:** - La preparación de la comida, p. 288
- INFÓRMATE:** - Expressing *one* or *you*: The Impersonal **se**, p. 316

HW: You'll find your homework already assigned on your e-book.

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CAPÍTULO 9 ¡Buen provecho!

- VOCABULARIO:** - El pescado y los mariscos, p. 319
- COMUNÍCATE:** - En el restaurante, p. 300
- INFÓRMATE:** - Stem-Changing Verbs like **pedir** and **servir**, p. 317

HW: You'll find your homework already assigned on your e-book.

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CAPÍTULO 9 ¡Buen provecho!

- Please review on your own chapter 9 in preparation for your quiz. Thank you.

18 **CAPÍTULO 9 ¡Buen provecho!**
- Quiz on Capítulo 9

20 **CAPÍTULO 9 ¡Buen provecho!**
- Cultural video: Perú y Bolivia

HW: You'll find your homework already assigned on your e-book.

25 **CAPÍTULO 10 Los recuerdos**
VOCABULARIO: - La familia y el parentesco, p. 348

COMUNÍCATE: - La familia y los parientes, p. 324
- La niñez, p. 328

INFÓRMATE: - Prepositions and Pronouns
- The Imperfect Tense

HW: You'll find your homework already assigned on your e-book.

11/21 – 12/1 **THANKGIVING BREAK – NO SCHOOL**



DICIEMBRE 2019

2 **CAPÍTULO 10 Los recuerdos**
VOCABULARIO: - Las actividades de la niñez, p. 348
COMUNÍCATE: - La juventud y otros momentos del pasado, p. 333
INFÓRMATE: - Talking About Past Actions in Progress:
The Imperfect Progressive
- Using the Imperfect to Express Intention: **ir + a**, p.346
querer, and **pensar + Infinitive**

HW: You'll find your homework already assigned on your e-book.

4

CAPÍTULO 10 - Los recuerdos

- Please review on your own chapter 9 in preparation for your quiz. Thank you.

9

CAPÍTULO 10 - Los recuerdos

- Quiz on Capítulo 10

11

CAPÍTULO 10 - Los recuerdos

- VIDEO ACTIVITY: **Mi país CUBA**

END OF THE SEMESTER

*Happy
Holidays*