

The Vista 4e package ISBN 978-1-61767-242-2 includes:

- the loose leaf version of the **Vista 4e textbook**
- the **supersite plus code**, which includes all of the online material (including **vText** = virtual textbook and **Websam** = online workbook, video manual and lab manual)

You can find these online materials when you log into your account at www.vhlcentral.com

You can purchase Vista 4th edition textbook package directly from Vista Higher Learning at: <http://www.vhldirect.com/store/westla> where prices are even lower than bookstores. Unlike used books, each textbook purchased includes a free Supersite passcode. Plus, you will receive free ground shipping and instant e-delivery of codes.

You can also purchase the pack at West Los Angeles College (WLAC) Bookstore. Please call ahead for availability (310) 287-4560. The bookstore is located in Building D-13, 9000 Overland Avenue, Culver City, CA 90230-3519.

Guided Supersite Tours:

After being setting up your Supersite accounts and get the most out of the available resources. You must get tours to learn how to use Supersite.



Supersite Tour/Tutorial: http://www.vistahigherlearning.com/supersites/student_tours/

Don't forget these valuable resources!

- Guided Tours
- In-Service Schedule
- User Guides
- Student Registration Walkthrough
- Pre-recorded sessions
- Tech Support phone numbers

Your Supersite access code is located in your new text. If you have a used text, you need to purchase your code at www.vhldirect.com. You need to redeem your code and enroll in my course in order to appear on my roster.

Student Resources

Supersite Tour/Tutorial: http://www.vistahigherlearning.com/supersites/student_tours/

Student Tech Support: (800)-248-2813

Live support hours: Monday–Thursday: 8:00 a.m.–3:00 a.m. Friday: 8:00 a.m.–11:00 p.m. Saturday: 11:30 a.m.–8:00 p.m. Sunday: 11:30 a.m.–2:00 a.m.

*All listed times are in the Eastern time zone

STUDENTS LEARNING OUTCOMES:

This course, using the Natural Approach, introduces you to basic vocabulary and fundamental sentence structure in the present. Basic aural and reading comprehension is developed and you hold simple conversations and write short compositions about present actions. It acquaints you with the Spanish language and culture, and develops the skills of understanding, speaking, reading and writing. Upon completion of the course you will be able to:

- Greet people in Spanish: Say goodbye, identify yourself and others, and talk about the time of day.
- Talk about your classes and school life: Discuss everyday activities, Ask questions in Spanish, and describe the location of people and things
- Talk about your family and friends: Describe people and things, express ownership

Talk about pastimes, weekend activities, and sports: Make plans and invitations

Gain a reasonable mastery of the sounds and structure of language through hearing, writing, and speaking; and possess knowledge of related cultures and traditions of the Spanish-speaking world.

METHODOLOGY AND ACTIVITIES

This course stresses communication skills in Spanish. Every effort will be made to make this class student-centered. To help students succeed in this course, the class will engage in a variety of activities and assignments, including but no limited to activities such as the following:

- Practice and communication using vocabulary and grammar learned in oral an written modes;
- Sociolinguistic practice and functions through communicative activities (pair and group work);
- Reading activities and exercises, such as pre- and post –reading, intensive and extensive reading;
- Writing activities ranging from short paragraphs to developed compositions;
- Integration of skills in projects and tasks, in small groups or as a class;
- Video/audio/ computer exercises, presentations, and discussions;
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A NOTE ABOUT “HYBRID” CLASSES

The keys to success in this class are generally the same as those in any other class. However, given the nature of hybrid classes, in which you will meet less frequently (M/W) and will be responsible for covering a good deal of material on your own, there are some thins that you should keep in mind this semester.

- Be very careful in managing your time. Set aside specific times each week to complete class activities. It is your responsibility to cover all the required material before class, and

if you do not it is likely that you will not get as much out of the class meeting as you should.

- Expect electronic glitches, power outages, or the like, and plan ahead. Don't wait until the last minute to submit your work. The deadline for all work to be submitted is 11:59 pm, and there are no exceptions. Any technological problems that cause you to miss a deadline must be documented through tech support with an official case number before your instructor can consider accepting your work late.
- It is especially important to be consistently prepared for and actively involved in all class meetings, since there are fewer of these than in traditional classes.
- Class time will be spent primarily on communicative activities, pair work, grammatical explanations, taking tests and exams, etc.

ATTENDANCE

You are required to attend all On-Campus class meeting M /W11:10-12:45 at FA 208. If your **absence exceed to more than 3, you will be excluded from the class.** Three late arrivals and or early departure will be counted as one absence. You are also required to log into Etudes every day and register into my Vista Supersite by the first week of class. **If you fail to enroll into Vista by the second week, you will be also excluded from the class.**

If you are absent the day of a test, quiz, exam, you will receive 0 on that assignment. There are no make-ups and no exceptions.

Assignments are due on the day indicated, regardless of whether or not you are in class that day. There are no make-ups and no late work will be accepted. Make sure to get the name and phone number of a classmate, as you are responsible for finding out about any changes in the syllabus or any additional assignments announced in your absence. In the case of college approved absences, you must provide official documentation to your instructor within a week after the absence in order to be excused.

CLASS PARTICIPATION AND PREPARATION

Participation in class involves a number of variables, including but not limited to:

- Your use of Spanish in the classroom
- Your willingness to participate actively in all class activities
- Your cooperation during group and pair work
- Your respect and attitude toward the class and your peers
- Your daily preparation for each class
- Your instructor may assign written homework that will be collected and graded; these assignments form part of your participation grade
- Your instructor reserves the right to administer pop quizzes on grammar, vocabulary, etc. in order to assess students' preparation. These grades also form part of your participation grade
- The use of cell phone, text message, ipods or mp3 player and all other electronic devices during class is prohibited unless otherwise indicated by your instructor. All these must be turned off in the classroom. Any evidence of cell phone, use of texting will result in an automatic zero in participation for that day. Using a cell phone during a test will result in a zero on that test.

COURSE EVALUATION

EXAMINATIONS (55 %) : There will be 8 chapter tests and each one will be worth 5 % of the grade. In addition, there will a **final** examination which will be worth 15 % of the grade.

VISTA SUPERSITE PRACTICE ASSIGNMENTS (20 %): Vista Supersite allows you to practice and develop listening, reading and writing skills; it prepares you to participate in class; it prepares you to succeed on quizzes and exams.

VISTA WEB-SAM (10 %)

You are required to complete the assignments on Vista Web-Sam.

COMPOSITIONS (5%) there will be two graded compositions in Spanish: one before the midterm examination, and the other during the second half of the semester. Each composition will be worth 2.5% for a total of 5%.

PARTICIPATION (10 %)

GRADE DISTRIBUTION

Grading: The assignments described above add up to 100% of the grade.

Attendance/Participation	10%
8 Chapter Tests	40 %
Final Exam	15 %
Vistas Supersite Practice	20 %
2 Compositions	5%
Vista Web-Sam	10 %
Total	100%

Grade Scale:

94-100%=A	77-79%=C+	60-62%=D-
90-93%=A-	74-76%=C	>60%= F
87-89%=B+	70-73%=C-	
84-86%=B	67-69%=D+	
80-83%=B-	64-66%=D	

Grading criteria for assignments and final grade:

“A” work – Outstanding: “Above and beyond the requirements of the assignment; outstanding effort, significant achievement, and personal improvement are clearly evident. Some measure of remarkable skill, creativity, or energy is also evident.”

“B” work - Above Average: “Fulfills all aspects of the assignment and goes a bit beyond minimum competence to demonstrate extra effort, extra achievement or extra improvement.”

“C” work – Average: “Fulfills all aspects of the assignment with obvious competence and grace. Assignments are completed exactly as assigned.”

“D” work – Below Average: “Below average either because some aspect of the assignment has not been fulfilled or because a preponderance of errors interferes with clear communication. A “D” may also indicate failure to follow directions, failure to follow specific recommendations, or failure to demonstrate personal effort and improvement.”

“F” work – Not Acceptable: “Not acceptable, either because the student did not complete the assignment as directed, or because the level of performance is below an acceptable level for college work.”