SPAN 1.01Z (CRN 01981) ELEMENTARY SPANISH (1st quarter of first year, 5 units)

WINTER QUARTER 2025

DE ANZA COLLEGE
SPANISH DEPARTMENT
INTERCULTURAL INTERNATIONAL STUDIES DIVISION

==M-T-W-Th @ 8:30AM-9:20AM in real time on Canvas by Zoom==
==Plus 1 hour of assigned TBA work per week (completed in your own time)==

Join URL ==Meeting ID== 821 2095 2753. ==Passcode SPAN 1==

Final Exam on Canvas: Wednesday, March 26th @ 7:00AM-10:30AM

Me llamo Carmen Lizardi-Folley.
You may address me as *Profe _* , *Maestra _*, or *Señora _*, followed by "*Carmen*" or "*Folley.*"

Office Hours: In-Person & by Zoom; Walk-in & by Appointment
Via Zoom: After our class: M-T-W-Th 9:20AM-9:50AM
Via Zoom: Mondays @ 6:15PM-6:45PM & Wednesdays @ 3:30PM-4:00PM (see footnote [1])
Additional Office hours by appointment via my Zoom Personal Meeting Room

How to contact me
Preferred: By email, through the Canvas Inbox (left navigation bar).
Alternate: lizardifolleycarmen@fhda.edu

My response time
I check my email steadily, seven days a week, and will respond within 12 hours.

What I expect when you email me

1. a personalized greeting *(e.g., Buenos días, Buenas tardes, Buenas noches)*,
2. a message that contains punctuation and capitalization (as needed),

---

[1] Join URL same as my late-afternoon SPAN 2 class. Meeting ID 847 5297 4115. Passcode: SPAN 2

3. a goodbye *(e.g., Hasta mañana, Nos vemos en clase, Feliz fin de semana).*
4. your full name to identify yourself (if not using the Canvas Inbox)
5. the class (SPAN 1) and section (M-Th 8:30AM) you're taking (if not using the Canvas Inbox)

Instructor-initiated Communication (from within Canvas)

1. *Weekly Canvas Announcements* to the whole class (minimum once a week: Monday or Friday). Group discussion format, with a REPLY button for students to optionally post questions/comments (which will be seen by the entire class).
2. *Notifications generated within the Canvas Gradebook* (about upcoming or missed assignments)
3. *Speedgrader* (written) comments (individualized feedback on your work)
4. *Canvas Inbox Emails* (to you as an individual or as a member of a targeted group of students)

Catalog Description

Introduction to the language and cultures of Spanish-speaking world areas. Speaking, listening, reading and writing language skills at the first level of elementary Spanish are developed within the framework of language as a fundamental expression of culture. Spanish is the primary language of instruction. Language laboratory practice and/or assignments, at home and/or in the language lab, are an integral part of instruction supporting the development of language skills in the areas of pronunciation, structure, syntax, and oral communication.

No previous exposure to Spanish needed

If you have had previous Spanish coursework or other exposure to the language,
let's assess your level and confirm whether it is SPAN 1 or higher.

Advisory: recommended before taking this class

English Writing 211 and Reading 211 (or Language Arts 211), or ESL 272-273.

Objectives (goals) to be accomplished in this class

Learn the basics of the Spanish language primarily in Spanish.
Learn about cultural and linguistic diversity in the Spanish-speaking world.
Tune your ear to natural Spanish as spoken by native speakers.
Develop writing skills (at the paragraph-level) in Spanish.
Perform orally in Spanish to meet basic communication needs.
Read simple texts in Spanish (e.g., recognize cognates, get the main idea and some detail)

This is a 5-unit class:
Budget 13.75 hours per week to attend class, prep, do homework, and study.

How Fluent Does One Get in SPAN 1?

You will be able to:

➢ Understand the gist and recognize basic details of simple, aural / written texts adapted for learners on familiar topics. (Student Learning Outcome "SLO" #1)
➢ Perform with some hesitation a variety of communicative tasks dealing with basic routines and day-to-day social situations in the present. Produce simple phrases or sentences related to personal experiences. Both orally and in writing basic errors may impede comprehensibility. (Student Learning Outcome #2)
➢ Engage critically with constructions of cultural and social differences while examining their own cultural positionings and assumptions as expressed through language. (Student Learning Outcome #3)

Certificate of Achievement in Spanish Language & Culture

Take SPAN 1, SPAN 2, SPAN 3, and one qualifying elective (see below) to obtain a *Certificate of Achievement in Spanish Language & Culture* that will appear on your De Anza transcript. See more details

Electives: ANTH 2, ANTH 6, CHLX 10, CHLX 11, CHLX 12, CHLX 13, CHLX 26, COMM 16, F/TV 2B, GEO7, ICS 7, ICS 35, INTL 5, JOUR 2, LINX 1, SPAN 4.

Required Materials

(1) TEXTBOOK: Conéctate: Introductory Spanish. 3rd edition (2022) Goodall & Lear. McGraw Hill: New York. *Capítulos 1, 2, 3, 4, 5* are covered in SPAN 1.

(2) ONLINE HOMEWORK PLATFORM: Connect. 40% towards your final grade. Listening practice, pronunciation/self-recording practice, vocabulary and grammar exercises with immediate corrective feedback, grammar tutorials/interactive study aids.

Complimentary 2-week Access to Required Materials

(1) McGraw Hill offers a non-renewable, 14-day free trial of the entire *Conéctate* book (in digital format) and the online homework platform *Connect.*

(2) The complimentary code will be available from within Canvas once the quarter begins.

(3) Once the 2-week trial expires, if you're unable to purchase access, please contact me as soon as possible so that you don't fall behind in completing the assignments. I'll contact the Financial Aid Office or Mc Graw Hill inquire about getting you a book voucher.

Purchasing textbook (*Conéctate*) & online homework platform *(Connect)*

Canvas contains detailed instructions (and a video). To summarize, you have two choices:

(1) **Purchase directly and tax free from McGraw Hill,** by clicking on the M-H Connect tab within our Canvas course. $95 **+ tax** for 24-month access to digital textbook *Conéctate* (3rd ed, 2022) and online homework platform *Connect*.

(2) **Purchase from the De Anza Bookstore,** in person or through the Follett app on MyPortal. $126.75 **+ tax** for 24 months access to digital textbook *Conéctate* (3rd ed, 2022) and online exercise platform *Connect*). ISBN: 9781266088339

McGraw Hill donated **25 hardbound copies of** *Conéctate* (3rd ed, 2022) to the **De Anza Library (Reserve Desk)** for students to check out and take home for quarter-long use. This is just a physical copy of the textbook and does NOT include access to the online exercise platform.

Optional: you may add the purchase of a loose-leaf version of the *Conéctate* (3rd ed, 2022) textbook to your digital purchase of the *Conéctate/Connect* bundle. The price from the De Anza Bookstore is between $20.75 **+ tax** (used) - $26.75 **+ tax** (new) ISBN: 9781266295300. This does NOT include access to the online exercise platform. You may instead purchase the loose-leaf version directly from the M-H Connect tab within our Canvas course (for $47 tax-free).

Watch Out for Seemingly Cheaper Textbook Deals Elsewhere

❑ Whether you're looking on your own for a **NEW, USED or RENTAL** book, **make sure it's a 3rd ed (2022) that includes a new** *Connect* **code.**

❑ Normally, online sites elsewhere sell /rent only the book (in paper copy) without access to *Connect*. That's why they can sell it or rent it so cheaply.

❑ Once you buy or rent a cheap copy of the book with no *Connect* access, you end up paying a lot more just to get the access. Why? Because **there is NO cheap, "stand-alone" version of** *Connect* that you can purchase to make your own bundle (to add to a cheap paper copy of the book).

The Role of Technology in This Class

❖ This class is managed via **Canvas** the course management system used at De Anza.

❖ **New to Canvas?** Explore.

- ❖ **Canvas log in**: Use your *Campus Wide ID* and *My Portal* password.

- ❖ **Canvas** will be used daily: the course is organized by textbook chapter modules that can be accessed from the Course Homepage OR from the MODULES tab

- ❖ Each chapter module contains:
  - ✓ announcements
  - ✓ instructional and reference materials (e.g., PDF, MP3, Google Doc, URLs/links to websites including video/audio files).
  - ✓ assignments (e.g., discussion groups, audio or video recordings, surveys, grammar and/or vocabulary worksheets / practice quizzes)
  - ✓ study guide for the chapter test and the chapter test itself

- ❖ Go to the M-H Connect tab to view *Conéctate* e-text & complete *Connect* exercises

- ❖ Go to the **Canvas** GRADES tab to retrieve your grades.

- ❖ For all your **Canvas** questions/concerns (e.g., tech support, student guide, student e-orientation).

- ❖ **Canvas Tech Support**:   onlineeducation@deanza.edu

  - • Monday-Thursday 8:30am-5:00pm & Friday 8:30am-4:00pm. Call 408-864-8969
  - • After hours, including weekends: 1-844-592-2207
  - • To open a ticket/report a problem: Click on **Help** in Canvas

- ❖ More Online Education tips for students.

Technology needed for using Canvas

- ❖ You should always use the most current version of your preferred browser. Your browser will notify you if there is a new version available. Please note that Internet Explorer is no longer supported.
- ❖ Run the computer readiness test to test your browser and see what plug-ins you might need:

Canvas supports the current and first previous major releases of the following browsers (Internet Explorer is no longer supported): **Chrome** 75 and 76, **Firefox** 67 and 68 (Extended Releases are not supported), **Edge** 44 *(Windows only),* **Respondus Lockdown Browser** (supporting the latest system requirements), **Safari**11 and 12 *(Macintosh only).*

For a free download of **Adobe Reader**, to open PDF files.
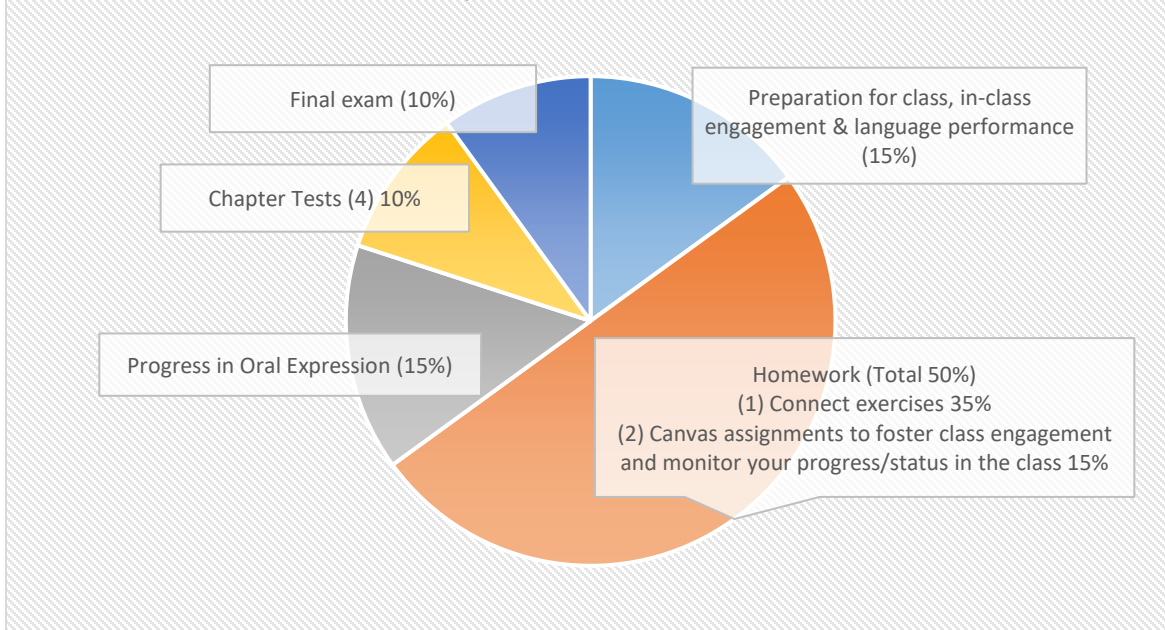
Zoom Meeting Etiquette & Logistics

- ➢ Update to the latest version of Zoom on your device.

➢ Be punctual and Zoom-ready: log in a few minutes before class. If you can't establish a secure connection or if you're having audio and/or mic issues, log in by phone as a backup.

➢ If logging in by phone, add your full name to the Zoom Participants List. Otherwise, only your phone number will appear, which won't identify you properly for attendance or participation purposes.

➢ Sit up straight in a place conducive to learning, with access to a writing surface and note-taking tools.

➢ Test your microphone, and proactively type on the Zoom chat to alert me if you're having issues. Log in by phone if your mic function can't be restored: you'll be able to participate orally by using your phone.

➢ Stay on Zoom audio mute throughout class and be ready to unmute yourself if I call on you or if you have a question or a comment.

➢ Zoom video is optional. Instead, please include a photo of yourself in your Zoom profile.

➢ Use Zoom´s *"Reactions"* icons to raise your hand, answer Yes/No polls, give thumbs up/down, etc…

➢ Actively monitor Zoom's chat to keep up and interact with the flow of questions and comments.

➢ Foothill-De Anza Community College District policies will be enforced "to promote responsible student conduct and fair play," per Student Code of Conduct.

➢ The *Mutual Respect Policy 4110* states:
The Board of Trustees of the Foothill-De Anza Community College District is deeply committed to the premise that on college campuses full participation in the educational process must be in *an environment that is free from harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation or gender identity.*

➢ Also note the following *examples of misconduct*, listed in the Foothill/De Anza Community College District Student Code of Conduct (Administrative Policy 5510)

#4 Obstruction or disruption of teaching; #14 disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of authority; #22 engaging in expression which is obscene, libelous or slanderous; #21 engaging in harassing or discriminatory behavior based on race, sex, religion, age, national origin, disability, or any other status protected by law; #5 physical or verbal abuse of any person or conduct which threatens or endangers the health or safety of any such person.

Course Requirements

1. *Preparation for class, in-class engagement & in-class language performance.* **15%**
   Prepare for class using the assigned pages from the textbook. Arrive punctually and remain present and alert throughout the entire period. Be ready to respond orally and/or in writing and to engage/interact with classmates when prompted. Volunteer answers/comments/questions. Make a noticeable effort to integrate into and contribute to class activities.

2. *Homework (50%):*
   - ❑ **35%** *Connect* (Online Homework Platform). Links to individual exercises appear in chronological order within each chapter module on Canvas. You're encouraged to work gradually per the course calendar and to complete each week's assignments by Sunday. You have until the date of each chapter test @ 11:59PM to complete all assignments.

     Connect grades automatically appear on the Canvas grade book. Scores are automatically calculated, based on completion and performance. You're allowed to complete any exercise as many times as you'd like to improve your score. *Connect* automatically saves and records your best attempt in such cases.

   - ❑ **15% Canvas assignments (group discussions / surveys / quizzes) to foster your engagement in the class and to monitor your progress/status in the class**.

3. *Progress in Oral Expression* **15%** Measured in class (see (1) above), **periodically** through assignments, and **cumulatively** at the end of the quarter through a recorded, video conversation with a class partner. Portions of class will focus on development of oral and listening skills/strategies. Goals: comprehensibility and accuracy (in pronunciation and use of vocabulary/grammar).

4. *Chapter Tests (Pruebas) on Canvas (outside of class hours) with a 18-24 hour window to submit.* (Four, detailed chapter tests for *Conéctate capítulos 1, 2, 3, 4*): **10%**. Lowest grade dropped. See chapter calendar on Canvas for dates

5. *Final exam on Canvas (grammar of capítulos 1-5, plus capítulo 5 vocabulary)*: **10%** Required to pass the course. Wednesday, March 26th @ 7:00AM-10:30AM

Summary of Assessment Criteria

Final exam (10%)

Chapter Tests (4) 10%

Progress in Oral Expression (15%)

Preparation for class, in-class engagement & language performance (15%)

Homework (Total 50%)
(1) Connect exercises 35%
(2) Canvas assignments to foster class engagement and monitor your progress/status in the class 15%

Grading Scale

Letter grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
% Values	100-96.5	96.4-92.5	92.4-89.5	89.4-86.5	86.4-82.5	82.4-79.5	79.4-76.5	76.4-69.5	****	69.4-66.5	66.4-62.5	62.4-59.5	59.4-0

**** There is no C- grade available at De Anza or any other community college in California.

Course Policies

#1 Absences

➤ Up to 4 absences (over the entire duration of the quarter) is considered reasonable.
➤ I recommend you send me a short email whenever you´re absent, especially in the case of recurring absences due to a lingering issue (e.g., work schedule, illness, caregiving duties).
➤ If you miss a class (or portion of a class) due to Internet or connectivity issues, please let me know as soon as possible, so that I can make a note and excuse the time you missed.

#2 Exams

➤ No Make Up Exams: Since the lowest chapter exam grade is dropped, missing an exam won't affect your grade.

➤ Special Testing Accommodations (e.g., extra time). Available only for students who are registered through Disability Support Services and who have a Letter of Accommodation.

➤ Final Exam: Required to pass the class. Make up available only within final examinations week. Please discuss with me the option of filing for an "Incomplete" if unforeseen circumstances keep

you from taking the final during that week. "No shows" who do not contact the instructor within finals week will receive an **F** as their final class grade.

<mark>#3 Handling Problematic Deadlines</mark>
- ➢ If you know **ahead of time** of issues/events that will interfere with your submission of a specific assignment, you may request an extension, but you must contact me before the assignment becomes overdue. Examples of such issues/events may include multiple academic deadlines falling on the same day (e.g., exams, presentations, college applications /orientations/ interviews), legally mandated appearances, appointments for medical procedures/treatments, job-related duties such as travel/training/interviews).

- ➢ If you experience **unforeseen conflicts** that will interfere with your submission of a specific assignment, you may request an extension, ideally before the due date. Do communicate with me as soon as possible. Examples of such conflicts include car trouble, traffic accident, sudden illness or injury (your own or someone under your care), death in the family, emergency travel (e.g., funeral, job related), emotional or psychological crisis (e.g., panic attack, anxiety disorder, clinical depression).

<mark>#4 Academic Deadlines, Campus & District Policies</mark>
- ➢ [Academic Calendar](#)

- ➢ [Policies](#) on attendance, auditing classes, course repetition, academic probation, grading system, P/NP courses, etc.
- ➢ Foothill-De Anza Community College District policies will be enforced "to promote responsible student conduct and fair play," per [Student Code of Conduct](#).

Academic Integrity

In an online testing environment (Canvas, in this case), academic dishonesty may take an even wider range of shapes than in face-to-face testing. It may include someone taking an exam for you, or assisting you while you take an exam, or it may be *you* using the textbook/your notes/online sources while taking an exam. It may be someone composing, translating, and/or proof-reading an assignment for you. It may also be you and one or more classmates doing homework together and submitting the same exact answers, or it may be you using online tools (e.g., Google Translate, Chat GPT) to submit work that isn't a truthful representation of your language abilities. [Campus policies](#) will be followed. In this class, <u>no credit</u> will be given to academically dishonest work; neither will there be a chance for a make-up.

Study Tips

If your goal is to become fluent in Spanish, remember that fluency is not the automatic result of completing X number of courses... In adults, it is never a passive process that just "happens," even if one is surrounded by the language. *In reality, fluency is a lifelong process. It is up to you, though, to set the pace.*
Learning a language is like constructing a building or climbing a mountain. You can't get to the top without starting at the bottom and making steady (and sometimes slow) progress. Below are some recommendations.

During class

(1) Stay on task.
(2) Take neat notes.
(3) Don't be afraid to ask questions or ask for clarification / repetition.

Before or After Class

(1) Come to office hours.
(2) Email me (include screenshots as applicable) if you need clarification about anything (e.g., tricky *Connect* exercises)
(3) Review your notes from previous classes: read them out loud, check for gaps, expand, or rewrite.
(4) Actively practice spelling and pronunciation, not just recognition of the written word.
(5) Work on *Connect* exercises several times a week, rather than in one sitting on Sundays.
(6) Practice using flash cards (e.g., your own or profe Carmen's *Quizlet* sets on Canvas)

Outside of class

(1) Try reading, watching, or listening to materials with content that you're familiar with (e.g., sports, cars, fashion, music, news).

(2) Discover fun materials designed for or conducive to self-study (*podcasts,* apps, songs, children's shows). These usually come with a lot of repetition and visual content that can reinforce your understanding.

De Anza Resources to Help You Succeed in SPAN 1

❖ **Free of charge** refurbished computers.

❖ There are computers for use on campus, as well as laptops for check out during Library hours.

❖ Emergency Cash Grants.

❖ One-stop Tech Support: MyPortal, Canvas, Zoom, student email accounts, etc., plus financial assistance for computers and software.

❖ Up to one hour per week of free tutoring through the Student Success Center: via Zoom & in-person (on campus).
  - o Monday through Thursday 9:30am-5:30pm & Friday 9:30am-12:30pm. Closed on Week 1 and Week of Final Exams.
  - o Must fill out an application to World Language Tutoring.

Student Success Center
Listening & Speaking Center

➢ **Free, live, on-demand online tutoring**: Smarthinking & Nettutor (8 hours per quarter)

Access *NetTutor* via our SPAN 1 Canvas course (using the left navigation menu). You may also enroll in the *Student Success Center* Canvas site.

➢ Join the **Cross Cultural Partners Program**, which matches ESL students (some of which may be native speakers of Spanish) with students like you, who may have native or strong command of English and are interested in learning Spanish. Fill out the **Application**.

Other Student Resources (on & off campus)

➢ **Comprehensive list of academic & non-academic, on & off campus resources**, compiled by the Social Sciences & Humanities Division. Includes: Addiction services; Childcare; Computers; Disability Support; Domestic Violence Services; Financial Assistance; Food Aid (De Anza College Food Pantry); Grief Support; Healthcare; Homeless Services; Housing Assistance; Jobs and Careers; Lesbian, Gay, Bisexual, Transgender, Queer, Questioning and Intersex; Mental Health Services; Rape Crisis Services; Suicide prevention and Crisis Support; Transportation.

➢ **A-To-Z Guide to Student Services** Comprehensive list of programs and services available to students at De Anza (e.g., Student Success and Retention Services; Financial Aid; Admissions & Records; Counseling & Advising Center; Learning Communities; Transfer Center; EOPS, Occupational Training Institute (OTI); DASB; Office of College Life; Student Clubs; Honors Program; Athletics; Fitness & Wellness Center).

➢ **De Anza Food Pantry**. Registration & Student Services (RSS) Building, Room 127. Tuesdays, Wednesdays, and Thursdays. Hours vary: check for updates at Instagram @deanzafoodpantry. One visit per week. On the 2nd and 4th Tuesday of each month, go to the Mobile Food Pantry truck (see below).

- ➤ **Mobile Food Pantry.** Truck parks in Parking Lot A (near the student drop-off area) on the second and fourth Tuesdays of each month, from 1:45pm-3:15pm. Fresh produce, meat, dairy products, dry goods and canned items, courtesy of West Valley Community Services and De Anza College. Student ID required and must also meet the income guidelines for the state Emergency Food Assistance Program (or call (408) 864-5730)

- ➤ **CalFresh:** Monthly cash assistance for purchasing food. To find out if you qualify, go to the Second Harvest website.

- ➤ **Grocery Gift Cards.**

- ➤ Please contact the following programs to find out their eligibility requirements.
  - o **Cupertino:** West Valley Community Services, 10104 Vista Drive, 408.255.8033
  - o **Gilroy**: St. Joseph's Family Center, 7950 Church St. Suite A, 408.842.6662
  - o **Mountain View:** Community Services Agency, 3204 Stierlin Rd., 650.968.0836
  - o **Palo Alto:** LifeMoves Bredt Family and Children's Center, 33 Encina Ave. 650.853.8672
  - o **San José:**
    - ▪ Sacred Heart Community Services, 1381 S. First St. 408.278.2160
    - ▪ Salvation Army, 359 N. Fourth St. 408.282.1165 x 3210
    - ▪ LifeMoves Georgia Travis Center, 260 Commercial St. 408.271.1630
  - o **Sunnyvale:** Sunnyvale Community Services, 1160 Kern Ave. 408.738.4321

- ➤ **Free "Grab and Go" Meals in San José**
  Anyone 18 and under can pick up a free breakfast or lunch at the following locations, from 9-11 a.m., Mondays and Thursdays, thanks to the city of San José and San José Unified School District.

- ➤ Second Harvest Food Bank Hotline
  - • Call the Second Harvest Food Connection hotline at 1.800.984.3663
  - • Text "GETFOOD" to 408.455.5181
  - • Send an email to getfood@shfb.org

- ➤ **Veteran Services**

- ➤ **LGBTQIA+ Students.** Pride Center. 408.864.8284. Library 138.

- ➤ **Support for DACA and AB540 Students.**

  HEFAS **(Higher Education for AB540 Students)** works to provide free resources, reduce financial stress and create a safe learning environment for undocumented students.

[California Dream Act](#) **Financial Aid** has information which lets AB540 students qualify for state and non-state funded financial help at public colleges.

Outreach has a [guide for prospective De Anza students](#) who are undocumented.

EOPS [Extended Opportunities Programs and Services](#) / [CARE](#) (help for single parents) / [Next UP & Guardian Scholars](#) (help for current or former foster youth), provides additional assistance for low-income and academically disadvantaged California residents.