

SCHOOL OF LANGUAGES AND CULTURES

SPANISH PROGRAMME
SPAN 315 SPANISH LANGUAGE 3A

TRIMESTER 1 2012
5 March to 4 July 2012

Please read through this material very carefully in the first week of the course, and refer to it regularly.

Trimester dates

Teaching dates: 5 March to 8 June 2012

Mid-trimester break: 6–22 April 2012

Study week: 11–15 June 2012

Examination/Assessment Period: 15 June to 4 July 2012

Please note students should be able to attend an examination at the University at any time during the formal examination period.

Withdrawal dates

Information on withdrawals and refunds may be found

at <http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>

Names and contact details

Contact details of Spanish Programme staff involved in this course are as follows:

Course Coordinator: Dr Nicola Gilmour
Office: vZ503
Phone: 463 5296
Email: nicola.gilmour@vuw.ac.nz

Tutor: Félix de las Cuevas
Office: vZ709
Phone: 463 4846
Email: felix.delascuevas@vuw.ac.nz

Administrators: Nina Cuccurullo
Office: vZ610
Phone: 463 5293
Email: nina.cuccurullo@vuw.ac.nz

Sarah Walton
Office: vZ610
Phone: 463 5318
Email: sarah.walton@vuw.ac.nz

Reception Hours: 9.00am – 5.00pm Monday to Friday

Contact Person for Maori & Pasifika Students: Dr Ross Woods
Office: vZ504
Phone: 463 5098
Email: ross.woods@vuw.ac.nz

Contact Person for Students with Disabilities: Dr Carolina Miranda
Office: vZ505
Phone: 463 5647
Email: carolina.miranda@vuw.ac.nz

Nicola Gilmour is the Course Coordinator for SPAN 315, and she will teach the lectures and some tutorials. Other tutorial and the audiovisual classes will be taught by Félix de las Cuevas. Staff are available for student consultation at times indicated on the doors of their offices.

Class times and locations

Lectures

Tuesdays and Thursdays 4.10pm-5.00pm in HM (Hugh McKenzie) LT 104

Audiovisual Classes

Tuesday 9.00am-9.50am in vZ (von Zedlitz) 509

OR Tuesday 12.00-12.50pm in vZ (von Zedlitz) 108

OR Thursday 3.10pm-4.00pm in EA (Easterfield) 201

Tutorials (Oral Classes)

Tuesday 1.10pm-2.00pm in vZ (von Zedlitz) 515

OR Tuesday 3.10pm-4.00pm in vZ (von Zedlitz) 515

OR Thursday 5.10pm-6.00pm in vZ (von Zedlitz) 011

Please note that audiovisual and oral classes start in the **second** week of the trimester.

Students must choose oral and audiovisual class groups by signing up using the S-cubed system, <https://signups.victoria.ac.nz>. You remain in your allotted group for the whole course, unless a change is authorised by the Course Co-ordinator.

Course delivery

This course is delivered through two lectures, one tutorial and one audiovisual class per week. The lectures will mainly cover grammatical aspects of the Spanish language and the development of written skills, such as written comprehension, translation of texts, and development of advanced written expression in general. The tutorials will focus on the development of oral linguistic skills and the audiovisual classes will aim to develop listening comprehension skills. Both the tutorials and the audiovisual classes will require students' active participation in group exercises or activities.

Communication of additional information

The Spanish noticeboard is in the corridor outside the Seminar Room (vZ515). Additional information or information on changes will be conveyed to students either via class, noticeboards, Blackboard, or email.

Course prescription

SPAN 315 is an advanced level Spanish language course, which aims to develop students' competence in both spoken and written Spanish, building on work done in 200-level language courses. The course will include written exercises, reading and listening comprehension activities and oral practice.

Learning objectives

SPAN 315 is a first-trimester 20-point practical course in Spanish Language for advanced-level students. The aim of the course is to further develop students' competence in both spoken and written Spanish to an advanced level. The teaching of the language is reinforced through written exercises, reading comprehension, oral and aural activities and set assignments. Emphasis is placed on improving students' ability to communicate in a variety of language registers, using a wide range of vocabulary from both Spain and Latin American countries.

Upon completion of the course, students will be able to:

- i. read and comprehend a variety of texts in Spanish;
- ii. understand Spanish spoken at reasonable speed by native speakers of both Peninsular and Latin American Spanish;
- iii. express ideas in both spoken and written Spanish on a wide range of topical issues with reasonable accuracy and fluency;
- iv. demonstrate a command of a wide range of vocabulary and grammatical structures;
- v. accurately translate short texts into English and into Spanish.

Expected workload

The University Assessment Handbook has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. Students enrolling in a one-trimester 20-point course should work on average 13 hours per week including contact hours - i.e., in the case of SPAN 315, 9 hours of private study outside class time.

Readings

Essential texts: The textbook for SPAN 315 is *Prisma B2 – Avanza*. Both the student's text and the accompanying workbook will be used in the course and must be purchased by students.

Equipo Prisma (VVAA) Prisma B2 – Avanza – Libro del Alumno, Edinumen.

Azucena Encinas, Ana Hermoso and Alicia López, *Prisma B2 – Avanza – Libro de Ejercicios*, Edinumen.

All undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer from 13 February to 16 March 2012, while postgraduate textbooks and student notes will be available from the top floor of vicbooks in the Student Union Building, Kelburn Campus. After week two of the trimester all undergraduate textbooks and student notes will be sold from vicbooks on Level 4 of the Student Union Building.

Customers can order textbooks and student notes online at www.vicbooks.co.nz or can email an order or enquiry to enquiries@vicbooks.co.nz. Books can be couriered to customers or they can be picked up from nominated collection points at each campus. Customers will be contacted when they are available.

Opening hours are 8.00 am – 6.00 pm, Monday – Friday during term time (closing at 5.00 pm in the holidays). Phone: 463 5515.

Assessment requirements

Assessment for SPAN 315 is by in-term assessment, as follows: 2 assignments (15% each); 2 written tests (15% and 25% respectively), 1 audiovisual test (15%) and 1 final oral test (15%). The relevant dates for the pieces of assessed work are detailed in the Course Programme.

The written assignments and tests measure students' competency in objectives (i), (iii), (iv) and (v), as specified in Learning Objectives above. The listening tests relate to objectives (ii) and (iv) and the oral test relates to objectives (ii), (iii) and (iv).

Penalties

The due dates for the assignments given in the Course Programme *must* be adhered to. Although work may be accepted late in special circumstances, the Course Coordinator should always be contacted on or before the due dates if there is a problem. The penalty for work presented late without prior approval is a 5% deduction per day.

Please note that no work for assessment will be accepted after 15 June 2012.

Mandatory course requirements

In order to pass SPAN 315, students are required to do the following, unless specific exemptions have been agreed to:

- i. complete the assignments by the due dates;
- ii. sit the written tests on the dates indicated;
- iii. attend the oral test at the appointed time;

Class Representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students. Class reps will attend a meeting with the Head of School to discuss how your courses are going and to raise any concerns or suggestions that they may have.

Presentation of Assignments

Tidy presentation of assignments is essential. Work may be typed or neatly handwritten. Crossings-out indicate that a piece of work is still at draft stage. Allow space for corrections: leave a 4-centimetre margin and write on alternate lines or double space if typing. Do not write in pencil.

All assignments must include a cover sheet provided or available from the SLC Reception. Assignments are to be handed in to the Spanish assignment slot located to the left of the SLC Reception area on the 6th floor of von Zedlitz.

Tests and impairments

The dates of the tests given in the Course Programme must be adhered to. You should always sit a test if possible, obtaining a medical certificate if you wish to claim impairment. If you sit the test but believe your performance has been radically affected by some medical or other factor, inform the Course Coordinator immediately. If you fail the test, you may be able to claim impairment.

If it is quite impossible to sit a test, for severe medical or personal or family reasons, you should do everything possible to notify the Course Coordinator, if necessary through the Administrator, before the test, or to get a friend or family member to do so on your behalf. Only in cases of severe illness or other exceptionally difficult circumstances, which must normally be documented, can the Programme consider allowing students to sit a test at a different time from that indicated.

Language Learning Centre (LLC)

The Language Learning Centre (LLC) is Victoria's technology-rich, multimedia centre supporting language learning and teaching.

At the LLC you can practise and extend your language learning. You can:

- select the materials or activities that you find interesting
- study with resources that match your language level and learning style
- find a welcoming environment with services and events, and onsite assistance and support for languages

Access a variety of multimedia language resources at the LLC: everything from print, audio materials, foreign language TV and DVDs to language-learning software.

The LLC provides access to your digital course material on a server, and instructions are given during LLC orientations. The Blackboard site for most language courses has an LLC content-page for your reference, with web links, LLC Guides, resource lists, etc.

Drop by the centre to find out more, and check our website. LLC, Level 0 von Zedlitz Building, www.victoria.ac.nz/llc/

Academic integrity and plagiarism

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website: <http://www.victoria.ac.nz/home/study/plagiarism.aspx>

Where to find more detailed information

Find key dates, explanations of grades and other useful information at www.victoria.ac.nz/home/study.

Find out how academic progress is monitored and how enrolment can be restricted at www.victoria.ac.nz/home/study/academic-progress. Most statutes and policies are available at www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the *Calendar* webpage at www.victoria.ac.nz/home/study/calendar.aspx (See Section C).

Other useful information for students may be found at the website of the Assistant Vice-Chancellor (Academic), at www.victoria.ac.nz/home/about_victoria/avcacademic.

Course programme

<u>Week</u>	<u>Date</u>	<u>Topics (Es Español 3)</u>	<u>Work for Assessment</u>
1	5 March	Unidad 1	
2	12 March	Unidad 1	
3	19 March	Unidad 2	
4	26 March	Unidad 2	
5	2 April	Unidad 3	Prueba 1 (15%). Jueves 5 en la clase
MID-TRIMESTER BREAK 6 - 22 April			
6	23 April	Unidad 3	Tarea 1 (15%). Entregar jueves 26, a las 16h
7	30 April	Unidad 4	
8	7 May	Unidad 4	
9	14 May	Unidad 5	
10	21 May	Unidad 5	Tarea 2 (15%). Entregar jueves 24, a las 16h
11	28 May	Unidad 6	Prueba audiovisual (15%) en la clase AV habitual
12	4 June	Unidad 6	Prueba 2 (25%). Jueves 7, en la clase Prueba oral (15%). Hora y lugar a confirmar