

**FACULTY OF HUMANITIES AND SOCIAL SCIENCES  
SCHOOL OF LANGUAGES AND CULTURES**

**SPANISH PROGRAMME  
SPAN 315 SPANISH LANGUAGE 3A**

**TRIMESTER 1 2013**  
4 March to 3 July 2013

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

**Trimester dates**

Teaching dates: 4 March to 7 June 2013  
Easter break: 28 March to 3 April 2013  
Mid-trimester break: 22–28 April 2013  
Study week: 10–14 June 2013  
Examination/Assessment Period: 14 June to 3 July 2013

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>

**Names and contact details**

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

**Course Coordinator:** Dr Nicola Gilmour  
Office: vZ501  
Phone: 463 5296  
Email: [nicola.gilmour@vuw.ac.nz](mailto:nicola.gilmour@vuw.ac.nz)

**Senior Tutor:** Teresa Neches  
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School Office Hours: 9.00am – 5.00pm Monday to Friday

**Contact Person for Māori & Pasifika Students** Dr Victoria Ríos Castaño  
Office: vZ505  
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**Contact Person for Students with Disabilities:** Dr Carolina Miranda  
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Nicola Gilmour is the Course Coordinator for SPAN 315, and she will teach the lectures and some tutorials. The other tutorial and the audiovisual classes will be taught by Teresa Neches. Staff are available for student consultation at times indicated on the doors of their offices.

### Class times and locations

#### Lectures

Mondays and Wednesdays 10.00am-10.50am in HM (Hugh MacKenzie) LT 001

#### Audiovisual Classes

Monday 9.00am-9.50am in vZ (von Zedlitz) 515

**OR** Monday 11.00-11.50pm in vZ (von Zedlitz) 515

**OR** Tuesday 1.10pm-2.00pm in MY (Murphy) 404

#### Tutorials (Oral Classes)

Monday 1.10pm-2.00pm in MY (Murphy) 401

**OR** Monday 3.10pm-4.00pm in vZ (von Zedlitz) 509

**OR** Tuesday 12.00pm-12.50pm in vZ (von Zedlitz) 103

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.

### Teaching/learning summary

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 11 February to 15 March 2013, while postgraduate textbooks and student notes will be available from vicbooks' new store, Ground Floor Easterfield Building, Kelburn Parade. After week two of the trimester all undergraduate textbooks and student notes will be sold from vicbooks, Easterfield Building. Customers can order textbooks and student notes online at [www.vicbooks.co.nz](http://www.vicbooks.co.nz) or can email an order or enquiry to [enquiries@vicbooks.co.nz](mailto: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 21 June 2013.**

### **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;
- iv. attend a minimum of 80% of tutorials (8 classes) and a minimum of 80% of audiovisual classes (8 classes).

In order to pass SPAN 315 a student must meet the mandatory course requirements and achieve at least an average of a "C" over all the assessment.

### **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. You can find out more information on Class Representatives on the [VUWSA website](#).

### **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 Office. Assignments are to be handed in to the Spanish assignment slot located to the left of the SLC Office 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 the Library's technology-rich, multimedia centre supporting language learning.

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

- Find materials to support your language studies, including dictionaries, textbooks and graded readers.
- Study independently using language learning software, audio material and DVDs.

- Find a welcoming environment with services and events, and onsite assistance and support for languages
- Become a Language Buddy or find a conversation group.

Visit the LLC on Level 0, von Zedlitz Building and take a look at the website [www.victoria.ac.nz/llc/](http://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>

### **Where to find more detailed information**

Find key dates, explanations of grades and other useful information at [www.victoria.ac.nz/home/study](http://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](http://www.victoria.ac.nz/home/study/academic-progress). Most statutes and policies are available at

[www.victoria.ac.nz/home/about/policy](http://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](http://www.victoria.ac.nz/home/study/calendar) (See Section C).

Other useful information for students may be found at the Academic Office website, at

[www.victoria.ac.nz/home/about/avcadademic](http://www.victoria.ac.nz/home/about/avcadademic).

## Course programme

<u>Week</u>	<u>Date</u>	<u>Topics (Es Español 3)</u>	<u>Work for Assessment</u>
1	4 March	Unidad 1	
2	11 March	Unidad 1	
3	18 March	Unidad 2	
4.1	25 March	Unidad 2	
<b>EASTER BREAK (28 MARCH – 3 APRIL)</b>			
4.2	4 April	Unidad 2	
5	8 April	Unidad 3	<b>Prueba 1 (15%). Jueves 11 en la clase</b>
6	15 April	Unidad 3	<b>Tarea 1 (15%). Entregar jueves 18, a las 16h</b>
<b>MID-TRIMESTER BREAK (22 – 28 APRIL)</b>			
7	29 April	Unidad 4	
8	6 May	Unidad 4	
9	13 May	Unidad 5	
10	20 May	Unidad 5	Tarea 2 (15%). Entregar jueves 24, a las 16h
11	27 May	Unidad 6	Prueba audiovisual (15%) en la clase AV habitual
12	3 June	Unidad 6	Prueba 2 (25%). Jueves 6, en la clase Prueba oral (15%). Hora y lugar a confirmar