



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

**SPANISH AND LATIN AMERICAN STUDIES PROGRAMME
SPAN 315 SPANISH LANGUAGE 3A**

20 POINTS

TRIMESTER 1 2016

Important dates

Trimester dates: 29 February to 29 June 2016

Teaching dates: 29 February to 5 June 2016

Easter break: 24-30 March 2016

Mid-trimester break: 25 April to 1 May 2016

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds.

If you cannot complete an assignment or sit a test in the last three weeks of teaching, or an examination, it may instead be possible to apply for an aegrotat (refer to www.victoria.ac.nz/students/study/exams/aegrotats).

Class times and locations

Lectures

Tuesday 1.10pm - 2.00pm in LB (Laby) LT118
and Thursdays 1.10pm - 2.00pm in HM (Hugh Mackenzie) LT103

Tutorials (Oral/Writing Classes) and Audiovisual Classes

Please note that audiovisual and tutorials start in the **FIRST** week of the trimester, and that there **will no audiovisual or tutorial classes on Week 4**.

Students must choose one tutorial class and one audio-visual class using the myAllocator system:

<https://student-sa.victoria.ac.nz>. Detailed instructions are available on Blackboard. Students must remain in their allotted groups for the whole course, unless a change has been authorized by the Course Coordinator.

Names and contact details

Course Coordinator and Lecturer: Dr Carolina Miranda
Office: vZ502
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Administrators: Nina Cuccurullo
Office: vZ610
Phone: 463 5293
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Ida Li
Office: vZ610
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School Office hours: 9.00am to 4.30pm Monday to Friday

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

Contact Person for Students with Disabilities: Dr Andrea Hepworth
Office: vZ604
Phone: 463 5321
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School Website: www.victoria.ac.nz/slc

Carolina Miranda is the Course Coordinator for SPAN 315, and she will teach all the classes. Carolina's office hours are Mondays 2-3pm and Thursdays 10-11am. Note that Carolina is available for student consultation at other times. You are welcome to pop in or send Carolina an email to request a meeting.

Communication of additional information

The Spanish and Latin American Studies Programme noticeboard is in the corridor outside vZ515. Additional information or information on changes will be conveyed to students either via class, noticeboards, Blackboard, or email.

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.

Course learning objectives (CLOs)

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.

Teaching format

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.

Mandatory course requirements (MCRs)

There are no mandatory course requirements for this course.

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, 200-hour course should work on average 14 hours per week including contact hours - i.e., in the case of SPAN 315, **10 hours of private study outside class time**. Some students will find they need to do more than this, especially if they are aiming to achieve high grades. A possible distribution of this time each week would be:

Class attendance	4 hours
Reading and reviewing class notes and homework	4 hours
Assignments for portfolio	2 hours
Audiovisual work	2 hours
Vocabulary and verb work	2 hours

Assessment

SPAN 315 is 100% internally assessed.

Assessment items and workload per item	%	CLO(s)	Due date
1 2 Assignments (1,200 words approx.)	15% each	i, iii, iv, v	31 March and 5 May
2 Written Test 1 (50 mins.)	15%	i, iii, iv, v	14 April
3 Written Test 2 (50 mins.)	25%	i, iii, iv, v	2 June
4 Audiovisual Test (50 mins.)	15%	ii, iv	Week 12, in AV class
5 Final Oral Presentation (15 mins.)	15%	ii, iii, iv	Week 13, time and place to be announced

Marking criteria for each piece of assessment will be communicated in class and on Blackboard.

Submission and return of work

All assignments must include a cover sheet provided or available from the SLC Office. Assignments are to be handed in to the Spanish and Latin American Studies Programme assignment slot located to the left of the SLC Office on the 6th floor of von Zedlitz. The Spanish and Latin American Studies Programme aims to return work within three weeks of the hand-in date. Students will be able to collect marked work from the SLC Office on the 6th floor of von Zedlitz between the hours of 10am and 2pm each day. A Student ID card will need to be shown to collect work.

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.

Extensions and penalties

Extensions

Short extensions may be granted by the Course Coordinator for particular assignments if requested in writing prior to the hand-in date. Longer extensions will require appropriate supporting documentation.

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. In addition, please note that up to a maximum of 5% may be deducted for poorly presented assignments.

Please note that no work for assessment will be accepted after 17 June 2015.

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 factors, 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, personal or family reasons, you should do everything possible to notify the Course Coordinator, if necessary through an 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.

Set texts

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

Prisma B2 – Avanza – Libro de Ejercicios, Equipo Prisma, Edinumen

Set texts can be purchased from Vic Books, Ground Floor Easterfield Building, Kelburn Parade. They can also be ordered online at www.vicbooks.co.nz. Orders and enquiries can be emailed to enquiries@vicbooks.co.nz.

Class representative

The class representative provides a useful way to communicate feedback to the teaching staff during the course. A class representative will be selected at the first lecture of the course.

Class reps will attend a meeting with the Head of School to discuss how the course is 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: www.vuwsa.org.nz

Student feedback

Student feedback from the last cohort was very positive; they agreed that this course was well organised, and preparing for the assessments helped them to learn. Students felt that the amount of work required was about right, the majority strongly agreeing that the course helped them develop their communication skills. They valued what they learned in the course, and overall it was rated as very good. The course will therefore be offered in a similar way in 2016. Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

Language Learning Centre (LLC)

The Language Learning Centre (LLC) is the University'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 our website www.victoria.ac.nz/llc

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates

- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Special passes: refer to the *Assessment Handbook*, at www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz

SPAN 315- REVISED PROGRAMME

Semana	Fecha	Tema	Comentario/evaluaciones
1	29 febrero	Unidad 1 <i>Prisma B2 – Avanza</i>	Comienzan las clases audiovisuales y de práctica oral/escrita.
2	7 marzo	Unidad 1 <i>Prisma B2 – Avanza</i>	
3	14 marzo	Unidad 2 <i>Prisma B2 – Avanza</i>	
4	21 marzo	Unidad 2 <i>Prisma B2 – Avanza</i>	Esta semana sólo tenemos las clases del martes (lecture, tutorial and AV).
SEMANA SANTA: 24-30 marzo 2016			
5	28 marzo	Unidad 2 <i>Prisma B2 – Avanza</i>	Sólo las clases del jueves 31 (lecture, tutorial and AV).
6	4 abril	Unidad 3 <i>Prisma B2 – Avanza</i>	Tarea 1 (15%). Entrega: jueves 7, 16hs.
7	11 abril	Unidad 3 <i>Prisma B2 – Avanza</i>	Prueba 1 (15%). Jueves 14, en clase.
8	18 abril	Unidad 4 <i>Prisma B2 – Avanza</i>	
RECESO DE MITAD DE TRIMESTRE: 25–29 de abril 2016			
9	2 mayo	Unidad 4 <i>Prisma B2 – Avanza</i>	
10	9 mayo	Unidad 5 <i>Prisma B2 – Avanza</i>	Tarea 2 (15%). Entrega: jueves 12, 16hs.
11	16 mayo	Unidad 5 <i>Prisma B2 – Avanza</i>	Prueba audiovisual (15%) en la clase habitual.
12	23 mayo	Unidad 6 <i>Prisma B2 – Avanza</i>	NO hay clases prácticas ni audiovisuales, solo 'lectures'.
13	30 mayo	Unidad 6 <i>Prisma B2 – Avanza</i>	Prueba 2 (25%). Jueves 2 de junio, en clase. Presentación (15%). Hora y lugar a confirmar. NO hay clases prácticas ni audiovisuales, solo 'lecture 1'.