

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

**SPANISH AND LATIN AMERICAN STUDIES PROGRAMME
SPAN 401 ADVANCED SPANISH LANGUAGE**

30 POINTS

TRIMESTERS 1 and 2 2016

Trimester dates

Trimester dates: 29 February to 11 November 2016

Teaching dates: 29 February to 14 October 2016

Easter break: 24-30 March 2016

Mid-trimester break: 25 April to 1 May 2016

Mid-year break: 30 June to 8 July 2016

Mid-trimester break: 22 August – 2 September 2016

Study period: 6–9 June; 17-20 October 2016

Examination/Assessment Period: 17 October-13 November 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).

Names and contact details

**Course Coordinator,
Lecturer and Tutor
(T1)** Dr Miguel Arnedo-Gómez (1st trimester)
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**Course Coordinator
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(T2)** Dr Carolina Miranda (2nd trimester)
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Ida Li
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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
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Contact Person for Students with Disabilities: Dr Andrea Hepworth
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School Website: www.victoria.ac.nz/slc

Class times and locations

Tuesdays 9.00am - 10.50am in vZ (von Zedlitz) 515

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

This is an advanced-level course in Spanish language, which aims to improve students' proficiency in both written and spoken Spanish.

Course content

In the first trimester the course aims to improve students' proficiency in both written and spoken Spanish. In the second, we will examine different theoretical approaches to translation, and will provide practice in translating from and into Spanish in a variety of registers.

Course learning objectives

The objective of this course is to improve students' written and oral proficiency in Spanish at an advanced level. At the end of the course students should have a confident command of the Spanish language, and be able to:

- (i) comprehend Spanish spoken at normal speed by native speakers of both Peninsular and Latin American Spanish;
- (ii) express themselves correctly in different registers in both spoken and written Spanish with a high degree of fluency;
- (iii) understand and use complex sentence structures in both spoken and written Spanish;
- (iv) express themselves critically on a wide variety of cultural topics in written Spanish;

Teaching format

This course will be taught in weekly two-hour sessions over 24 weeks. The classes will cover advanced grammatical aspects of the Spanish language and the development of written skills, as well as the development of oral linguistic skills and listening comprehension skills. Classes will require students' active participation in group exercises or activities.

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 full-year, 30-point, 300-hour course should work on average 12.5 hours per week including contact hours - i.e., in the case of SPAN 401, 10.5 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.

Assessment

SPAN 401 is 100% internally assessed.

Trimester 1 Assessment items and workload per item		%	CLO(s)	Due date
1	Two one-hour grammar written tests.	10% each	ii, iii	5 April, 31 May
2	One 800-word written assignment.	10%	ii, iv	8 June
3	One fifteen-minute oral test.	10%	i, ii, iv	19 April
4	One one-hour audio-visual test.	10%	i	10 May
Trimester 2 Assessment items and workload per item		%	CLO(s)	Due date
1	Four 1,000-words written translation assignments.	12.5% each	ii, iii	28 July, 18 August, 21 September, 13 October.

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. Coursework is generally returned within two weeks of submission. Uncollected work will be destroyed 3 months after the date of the final written test.

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 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 21 October 2016.

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 Co-ordinator 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 Co-ordinator, 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

In Other Words: A Coursebook on Translation, Mona Baker (London: Routledge, 2011, any edition).
Other articles and extra material will be provided by the lecturers.

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

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

Student feedback

A student feedback survey for SPAN 401 was carried out the last time this course was taught in 2014. In every single relevant category of the questionnaire this course received an 'excellent' score. In particular, the course scored a 1.2 in Q11 (overall quality of the course). The surveyed students expressed a desire for the course to be a full-year course instead of one trimester only. In response to this feedback, we have decided to run SPAN 401 as a full-year course. Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

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