**GORDON COLLEGE ELEMENTARY SPANISH 1002 ONLINE**

*Fall 2020*

*Instructor: Dr. Darren Broome*

Instructor: Dr. Darren Broome

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**VIRTUAL OFFICE HOURS**

Tuesdays and Thursdays: 12:30pm-1:30pm

**I will be online and logged onto D2L during these times.**

**EMAIL: dbroome@gordonstate.edu** (once class has begun, please email me through Desire 2 Learn)

**MATERIALS:**

 I have explored cost reducing options for students. There is no textbook you must purchase. Mi colleague, Dr. Karen Guffey, and I have created an OER (Open Access Resource) for this course. The textbook is located on at our home page at Brightspace D2L.

**Course Description**:

Welcome to Spanish 1002! This course covers chapter 5-8 from my OER (Open Access Resource). In this course, you will continue to learn basic communication skills in Spanish, and gain an understanding of Hispanic culture of Latin America, Spain, and United States. My goal in the beginning and intermediate language courses is develop your communicative proficiency in comprehending, speaking, reading, and writing Spanish on a variety of everyday topics.

If you don’t have high-speed internet access at home, use the **Gordon State College open computer labs (or another computer with high-speed access)** to save LOTS of time.

**COMMUNICATION WITH INSTRUCTOR:**   
**We will be using D2L for this course.  All important course information will be posted to this course’s D2L page, including instructions, grades, some tests, grammar explanation, due dates on the calendar, reminders, withdrawal notifications, etc.** It is **imperative** that you obtain a Georgia View username/password if you do not already have one.  It is also important that you log into the Georgia View page and check emails/announcements/calendars/updates often**.  You will not receive emails in the traditional sense; you will have to log into Georgia View frequently to check your emails/announcements for this class.**

**WITHDRAWAL INFORMATION:**     
**If you wish to withdraw yourself (if you are not making satisfactory progress in the course), you must do so by the midpoint to avoid receiving an F or a WF later .  You are responsible for withdrawing yourself and must take care of the appropriate paperwork to initiate that withdrawal.** Withdrawals after October 19 will be an automatic WF except in cases of hardship as documented and approved by processing a Student Petition.

**Syllabus QUIZ –** This quiz is **mandatory** for all.   The syllabus quiz is in the first week’s module “Semana(Week) 1” on the Desire2Learn home page for this course.  You may take it from any computer and you may retake it until the deadline for that module.

**TESTING:**  
All assignments will be completed online from a computer of your choosing.

**HOMEWORK QUIZZES:**

You must complete the homework assignments by the deadlines.  You will see that there are four sets of homework assignments since we will complete four chapters. If you do miss a chapter by its deadline, it is best to do those assignments before testing or moving on to the next chapter because each chapter builds on the previous.  It is important that you not fall behind.   **Personal computer failure/internet trouble is not considered a valid excuse for not having the assignments completed on time;** you should not wait until the last possible opportunity to begin work on your assignments.  Remember that high-speed access is suggested for the websites we use.  Homework quizzes are located under the quiz tab on D2L.

You will see that all of the homework quizzes are ***also*** found in the four chapters of the textbook. (The four modules are in essence the four chapters for the textbook.) Tip: consider printing the modules if you prefer a hard copy of each chapter of the textbook. It is important to read the grammar explanations before completing the quizzes. **The grammar explanations are critical for online students as they give you the same kind of content presentation and grammar explanations that you’d receive in a live course.  Also, you should do activities in sequence and not skip around. You have three attempts for all homework quizzes.**

**Which assignments should I do?** Refer to the calendar for the course. The D2L calendar provides the due dates for all the assignments for the course.

**Chapter Exams** —

There will be one chapter exam for each capítulo (chapter). You will usually have a two day window take the chapter exam and you may take them.

**The chapter exams are open book/open notes, but are graded for accuracy. This means that you have the resources at your disposal to help you, but due to time constraints, if you do not study in advance, you will not be able to submit the quizzes in time if you have to look up all of the answers. Your success in using a foreign language depends upon your committing to memory vocabulary words and grammar structures. Also you are only allowed ONE ATTEMPT at any quiz.**

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**PARTICIPATION IN Desire2Learn DISCUSSIONS (WRITTEN):**    
There will be one to two discussion topics each week posted in D2L. Each will be worth 100 points.  They will be made available to you in learning modules as you develop the linguistic skills to reply to each.   For each topic, in order to receive full credit, you must follow directions. For most discussions, you will ***post audio*** (like a voice board) as well as ***type*** to the discussion boards. You will have ***one minute*** for recording audio to the discussions boards. Instructions on how to record is provided within the content on the course.

All assignments (quizzes, discussions, exercises) must be completed by 11:59 pm on the assigned date.

**Final Exam**: The final exam is comprehensive covering chapters 5-8. The final exam is ***proctored*** and must be taken between December 7-9***.* (There is a small fee to take the proctored final exam.)**

**Evaluation** The final grade in this course will be determined from the following components:

Syllabus Quiz 5%

Final Exam (proctored) 15%

Discussions 20%

Exams (4) (d2l) 25%

*Homework Quizzes (d2l)* 35%

**Title IX**

Gordon State College is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence and stalking. If you (or someone you know) has experienced or experiences any of these incidents, know that you are not alone. All faculty members at Gordon State College are mandated reporters. Any student reporting any type of sexual harassment, sexual assault, dating violence, domestic violence or stalking must be made aware that any report made to a faculty member under the provisions of Title IX will be reported to the Title IX Coordinator or a Title IX Deputy Coordinator. If you wish to speak with someone confidentially, you must contact the Counseling and Accessibility Services office, Room 212, Student Life Center. The licensed counselors in the Counseling Office are able to provide confidential support.

Gordon State College does not discriminate against any student on the basis of pregnancy, parenting or related conditions. Students seeking accommodations on the basis of pregnancy, parenting or related conditions should contact Counseling and Accessibility Services regarding the process of documenting pregnancy related issues and being approved for accommodations, including pregnancy related absences as defined under Title IX.

**ADA and 504**

If you have a documented disability as described by the Americans with Disabilities Act (ADA) and the Rehabilitation Act of 1973, Section 504, you may be eligible to receive accommodations to assist in programmatic and/or physical accessibility. The Counseling and Accessibility Services office located in the Student Center, Room 212 can assist you in formulating a reasonable accommodation plan and in providing support in developing appropriate accommodations to ensure equal access to all GSC programs and facilities. Course requirements will not be waived, but accommodations may assist you in meeting the requirements. For documentation requirements and for additional information, contact Counseling and Accessibility Services at 678-359-5585.

**COVID-19 Statement**

**Creating a Healthy Environment**

At Gordon State College, we are committed to the health and safety of our students, faculty and staff. Since March 2020,our campus has been addressing the impact of the Coronavirus (COVID-19) on a daily basis. The return to campus will be based on a new reality where adjustments will be made to every facet of the “on-campus” experience. This will truly be a “Power of WE!” moment,as the safety of the entire campus will depend on our institutional values.

You will be expected to follow “The Healthy Highlander Way“ as you participate in classes that require class attendance. Posters describing the Healthy Highlander Way are displayed in each building on campus and can be found in the “Return to Campus Guide” linked to the GSC home page.

If you have one of the symptoms of COVID-19, you should notify your professor, stay home**,** and contact your personal physician prior to returning to campus. Commuter students should also notify the Student Health Center at [healthcenter@gordonstate.edu.](mailto:healthcenter@gordonstate.edu.) In addition, residential students should contact their Community Assistant and schedule an appointment with the Student Health Center at 678-359-5456.

One of the most effective ways to stop the spread of the virus is wearing a face covering. You must wear a face covering at all times when in public on any Gordon State College campus. Anyone not using a face covering when required will be asked to wear one or leave the area. Repeated refusal to comply with the requirement may result in discipline through the applicable code of conduct for students.

If you are a student with one of the underlying medical conditions identified in the “Return to Campus Guide” and you would like to apply for accommodations due to being at a higher risk for severe illness with COVID-19**,** please contact Counseling & Accessibility Office at 678-359-5585 or email the Director of Counseling and Accessibility Services Alicia Dorton at [aliciad@gordonstate.edu](mailto:aliciad@gordonstate.edu).

Making a commitment to The Healthy Highlander Way will allow our campus to remain as safe as possible during this semester.

**Being prepared for Class during the Pandemic**

Although some courses will meet in a full face-to-face format, most classes for this term will meet online or in a hybrid format. In addition, all classes will shift online after Thanksgiving for the remainder of the term. All students should be prepared at a minimum to:

* Meet an online class session synchronously (at the time of the class or a set time with the professor)
* Take a proctored exam using an outside proctor

All students should, as a minimum, have access to:

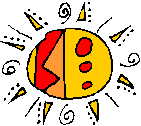
* A laptop or desktop computer (5 or fewer years old). Tablets, Chromebooks, and phones will not be sufficient.
* Operating system:
  + Windows 10 Home or Pro (“streamlined” versions such as Windows 10S are not supported), or
  + macOS 10.13 or higher
* Webcam with a working microphone (often this is integrated/included with laptops but USB webcams can also be utilized)
* Access to a broadband Internet connection (& access to an Ethernet cable, preferably)
* Microsoft Office Suite (Word, PowerPoint, Outlook, etc.). [Download it here for free (via Gordon State College. Make sure to create your account using your Gordon email.)](https://www.gordonstate.edu/departments/computer-services/office-365/index.html)
* A working Internet browser that is compatible with D2L: Microsoft® Edge, Mozilla® Firefox®, Google® Chrome™, Apple® Safari®. Students can check their devices’ compatibility via [this checker](http://www.usg.edu/usgweb/d2lchecker/).

Other suggested features include:

* Processor: minimum Intel Core i3 or equivalent
* RAM/Memory: 8GB or higher
* Storage: 128GB internal hard drive or larger (256+GB solid state drives preferred, but not required)

Be aware that your individual course may have other technology requirements.

Finally, it is highly recommended that you download the Brightspace by D2L Pulse App for your smartphone or tablet.

***Horario Tentativo – Español 1002***  

Notice: This schedule is subject to change.

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| *Semana* | *Fecha* | *En Clase* |
| 1 | 13-16 de agosto | * Introduction to course/Chapter Five * DB 1 * Assigned HW quizzes |
| 2 | 17-23 de agosto | * Chapter Five * DB 2 * Assigned HW quizzes |
| 3 | 24-30 de agosto | * Chapter Five * DB 3 * Assigned HW quizzes |
| 4 | 31 de agosoto-  6 de septiembre | * Chapter Five * DB 4 * Assigned HW Quizzes * Chapter Five Exam |
| 5 | 7-13 de septiembre | * Chapter Six * Assigned HW quizzes |
| 6 | 14-20 de septiembre | * Chapter Six * DB 5 * Assigned HW quizzes |
| 7 | 21-27 de septiembre | * Chapter Six * DB 6 * Assigned HW quizzes |
| 8 | 28 de septiembre-  4 de octubre | * Chapter Six * DB 7 * Assigned HW quizzes * Chapter Six Exam |
| 9 | 5-11 de octubre | * Chapter Seven * Assigned HW quizzes |
| 10 | 14-18 de octubre | * Chapter Seven * Assigned HW quizzes * DB 8 |
| 11 | 19-25 de octubre | * Chapter Seven * DB 9 * Assigned HW quizzes |
| 12 | 26 de octubre -  1 de noviembre | * Chapter Seven * Assigned HW quizzes * Chapter Seven Exam |
| 13 | 2 -8 de noviembre | * Chapter Eight * Assigned HW quizzes |
| 14 | 9-15 de noviembre | * Chapter Eight * DB 10 * AssignedHW quizzes |
| 15 | 16-22 de noviembre | * Chapter Eight * DB 11 * Assigned HW Quizzes |
| 16 | 23 de noviembre – 2 de diciembre | * Assigned HW quizzes * Chapter Eight Exam |
| 16 | 7-9 de diciembre | * **Final Exam (proctored)** |
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Please be aware of the fact that this is a **flexible syllabus**, and due to pedagogical considerations, it may be necessary to modify it during the course of the semester. Any changes will be minimal.