

**SPN 361W.02 SPANISH GRAMMAR AND COMPOSITION I**  
**3 CREDIT HOURS=20 130-MINUTE MEETINGS**  
**SUMMER II 08**  
**EVANS 315**  
**M-F 12-1:50 AM**

**SILVIA A. HUNTSMAN**

Evans 209

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Office hrs.: 2-2:30 and by appt; PLEASE EMAIL FOR APPOINTMENT

**GENERAL COLLEGE OF HUMANITIES & SOCIAL SCIENCES AND DEPARTMENT OF  
FOREIGN LANGUAGES POLICIES**

**AMERICANS WITH DISABILITIES ACT**

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the University. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance are expected to visit with the Office of Services for Students with Disabilities located in the Counseling Center. The students should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations for students with disabilities. If a student has a disability that may affect adversely his/her work in this class, then the student is encouraged to register with the SHSU Counseling Center and to talk with the instructor about how best to deal with the situation. All disclosures of disabilities will be kept strictly confidential. **NOTE: No accommodation can be made until the student registers with the counseling Center.**

**RELIGIOUS HOLIDAYS**

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. "Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code.

**VISITORS IN THE CLASSROOM**

Unannounced visitors to class must present a current official SHSU identification card to be permitted into the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

This policy is not intended to discourage the occasional visiting of classes by responsible persons. Obviously, however, the visiting of a particular class should be occasional and not regular, and it should in no way constitute interference with registered members of the class or the educational process.

## **CLASSROOM RULES OF CONDUCT**

Please refer to <https://www.shsu.edu/students/guide/dean/codeofconduct.html>

### **ACADEMIC DISHONESTY**

Please refer to Academic Policy Statement 810213.

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of f resource materials.

**YOUR ENROLLMENT IN THIS CLASS CONSTITUTES YOUR LEGAL AND MORAL OBLIGATION TO THE HONOR CODE.** Because this course is a listening, speaking, reading, and writing one, I encourage you to work together. **HOWEVER**, plagiarism--copying others' work with out crediting them for it--is legally and ethically unacceptable--**AND GROUNDS FOR FAILURE, NOT JUST IN THE ASSIGNMENT, BUT IN THE CLASS.** Paraphrases, as well quotes, must be documented. See the article, *Plagiarism*, posted in documents in Blackboard.

### **PHILOSOPHY**

This is an UNIVERSITY-LEVEL ACADEMIC COURSE WITH APPROPRIATE ACADEMIC REQUIREMENTS. You earn your grade on that basis. You do not receive university credit for "ethnic consciousness" or language ability per se. Academic credit is based upon your intellectual and academic efforts, willingness and ability to reflect upon and respond to requirements of the class.

### **INTERACTION**

RESPECT FOR OTHERS' VIEWS AND SPACE, not necessarily in agreement with one's own, is required on the part of every participant, including what is expressed, shared, etc., in the course of class interaction.

RESPECT FOR OTHERS IN GENERAL, particularly in the case of disagreement about class management issues, is required on the part of every participant. Presentation style is important. Treat others as you would have them treat you!

### **PERFORMANCE CONCERNS**

Faculty are committed to facilitating each student's performance. Students must be committed to maximizing their own performance. This is a dual responsibility.

Please evaluate your personal class progress at least weekly, beginning at the first of the semester, and particularly after your first grade. Take responsibility and action right away! Do not wait until mid-semester and certainly do not wait until late in the semester to act on your concerns.

If you are concerned about your progress, please follow this chronological format:

1. Are you personally spending (minimum) equal time in outside-class preparation as you spend in the classroom itself? (Very many students need more preparation time for language acquisition classes; you may personally need more and you may need study-strategy assistance! Ask for help!)
2. Have you contacted the SAM Center about study-skills suggestions/workshops in general?

3. Are you following the suggested syllabus scenarios to incorporate the target language into your life and maximize your experience?
4. Have you contacted your professor via personal appointment to discuss specific actions which will help you improve your performance?
5. Have you arranged study sessions with other students in the class?
6. Have you contacted the Writing Center and scheduled personal tutoring (free)?

### **CELL PHONES & PAGERS**

Please refer to Section 5.2.22 of the Code of Conduct.

CELL PHONES AND PAGERS must be on vibrate during class time except in pre-arranged-with-the-professor possibility of medical emergency to avoid grade sanctions.

### **GENERAL STUDENT RESPONSIBILITIES**

YOU ARE RESPONSIBLE FOR ALL MATERIAL, in books, presented in class, etc., whether you are listening or not.

YOU ARE PERSONALLY & SOLELY RESPONSIBLE FOR YOUR ACTIVITIES (ASKING QUESTIONS OR DOING HOMEWORK) IN ORDER TO MEET YOUR PERSONAL EXPECTATIONS AND DESIRE FOR SUCCESS/GRADE. Probable daily time needed for homework outside class will be a minimum of one to two hours per hour spent in class (3-6 hours per week). "Homework" is largely left to your discretion--you must assess how well you understand and how much practice, reading or written work outside of class you need. You are responsible for anything and everything in the syllabus, book or said in class. You are expected to highlight reading and take notes in class. You are expected to keep in contact with the professor and other students as personally needed.

### **All papers must include a heading in this format:**

(sample)

Student name

Class: SPN 361, summer II 08

Assignment title

If essay, Word count: # (10% variation under/over the assigned is acceptable)

### **GENERAL FACULTY RESPONSABILITIES**

I INTEND TO BE AVAILABLE TO DISCUSS, ADVISE, ETC., DURING AND OUTSIDE OF CLASS AS MUCH AS POSSIBLE but please set prior appointment times via email.

Drop-in visits welcome when my office door is open, although once in a while, I may not be available then due to other appointments/commitments. If so, I will leave a note as to my return. If the door is closed, I am not available. Please email for an appointment.

Please also either honor your appointment or call to cancel. I will afford you the same courtesy if I have an unavoidable conflict.

Email is always better than telephoning.

I INTEND TO RETURN ASSIGNMENTS WITH COMMENTARY AND/OR GRADES AS SOON AS POSSIBLE, usually within a week.

### **INSTRUCTOR EVALUATIONS**

Students will be asked to

- complete a short anonymous informal course/instructor evaluation to questions after the first and second thirds of the semester
- complete an anonymous formal course/instructor evaluation form towards the end of the semester.

**ATTENDANCE POLICY: BE IN CLASS, BARRING CONTAGION OR CATASTROPHY!!!**  
**ATTENDANCE IS REQUIRED** for every SINGLE minute of every SINGLE class meeting. If you are absent without making arrangements with the professor, with or without justification, your grade will be affected.

Students are encouraged to “buddy” with other students to get class notes/assignments. Always refer to your syllabus on Blackboard.

It is the student’s responsibility to request and turn in make-up work, which normally must be completed within one week after returning. Permitting make-up work, granting full or partial credit, etc. are at the discretion of the professor according to university guidelines.

### **Student Absence Notification Policy**

The student is responsible for communicating directly with his or her instructor(s) when he or she is going to miss or has missed class. If possible, students should notify instructors and make arrangements for missed assignments before the absence occurs. Excusing the student is at the sole discretion of the faculty member. [http://www.shsu.edu/students/StudentGuidelines2007\\_2008.pdf](http://www.shsu.edu/students/StudentGuidelines2007_2008.pdf) (SHSU Student Guidelines)

The term “**excused absence**” is discretionary and solely up to the professor of record. The status “excused absence” refers to the allowance of makeup or late work and will not erase a physical absence from the lab. A student who has missed lab cannot be counted present.

[http://www.shsu.edu/students/StudentGuidelines2007\\_2008.pdf](http://www.shsu.edu/students/StudentGuidelines2007_2008.pdf) (SHSU Student Guidelines)

### **DEADLINES**

Syllabus assignments will be performed or handed in at the corresponding class.

Daily grades will be assigned at the professor's discretion. In case of serious illness or death in the family, advance or concurrent notice of your absence is required. Call or email and leave a message and, if possible, send your corresponding assignment with another student.

NO LATE PAPERS OR EXAMS WITHOUT WRITTEN EXCUSE (DOCTOR, HOUSEMOTHER, MORTICIAN, ETC.) AND USUALLY MUST BE MADE UP AS SOON AS POSSIBLE AFTER ABSENCE.

### ***OVERALL AND OFFICIAL ESSENTIAL COURSE (IDEA) OBJECTIVES***

***GAINING FACTUAL KNOWLEDGE (TERMINOLOGY, CLASSIFICATIONS, METHODS, TRENDS)***

***LEARNING FUNDAMENTAL PRINCIPLES, GENERALIZATIONS, OR THEORIES***

***GAINING A BROADER UNDERSTANDING AND APPRECIATION OF INTELLECTUAL/CULTURAL ACTIVITY (MUSIC, SCIENCE, LITERATURE, ETC.)***

***DEVELOPING SKILL IN EXPRESSING ONESELF ORALLY OR IN WRITING***

**SAM HOUSTON STATE UNIVERSITY  
DEPARTMENT OF FOREIGN LANGUAGES**

**SPANISH GRAMMAR AND COMPOSITION**  
**SPN 361W.02 CID: 8084 Summer II 2008**  
**M to F: 12-1:50 EV 315**

**Instructor:** Silvia A. Huntsman  
**Office:** EV 209 **Phone:** 294-1442  
**E-mail:** fol\_sja@shsu.edu  
**Office hours:** 2-2:30 and by appointment.  
Please e-mail for appointment.

**COURSE DESCRIPTION:** This class involves the study of the syntactical and morphological characteristics of the Spanish language with emphasis on developing the ability to write in Spanish. Prerequisite: SPN 264, or equivalent.

**GOALS OF THE COURSE:** Part of the student's success will depend on arriving at class well prepared and able to respond quickly when called on. SPN 361 is designed to expand the student's proficiency in writing in Spanish by reviewing main grammar points and practicing the different steps in the writing process (pre-writing, drafts/writing, revision, final versions). Three different essay formats will be covered: description, narration, and exposition.

Optimal results: elaborate more complex sentences; paragraph organization; enrichment of vocabulary; increased grammar accuracy; organizational skills and selection of content per type of essay.

**REQUIRED TEXT:** Valdés, Dvorak, Hannum, and Angelelli, Composición: proceso y síntesis, **Fourth edition (2004)**, McGraw Hill. ISBN: 0-07-281889-1. Make sure you are purchasing the 4<sup>th</sup> edition of the book. There is a new edition out, but we will stay with the old one. Also a supplementary materials packet available at Eagle Graphics, 1304 Sam Houston Ave. Suite B. (936-295-6343) is required for the class.

**OPTIONAL TEXTS:** English/Spanish/Spanish/English dictionary. Spanish Thesaurus. Basic Grammar Reference (Emily Spinelli. English Grammar for Students of Spanish, 5<sup>th</sup>. The Olivia and Hill Press, 2003. ISBN: 0-934034-33-8).

**COMPUTATION OF YOUR GRADE:**

Attendance	10%
4 Essays (4 drafts, 4 final versions)	40%
5 Homework assignments (HA)	5%
4 Chapter Exams	35%
Grammar Assignments (GA)	10%

**COMPONENTS OF ESSAYS:** The grade for the final version of each composition will be based on the following profile:

1. **Focus/Content:** Degree in which the reader questions have been anticipated in selecting information. Selection of information: Topic well-thought-out and developed with effective supporting detail. (30%)
2. **Organization:** Clear thesis and flow of ideas fluid and logical. Outline (Plan de Redacción) (20%)
3. **Grammar:** Use of a wide range of structures with few or no significant errors (e.g. sentence structure) (25%)
4. **Vocabulary:** Language choices appropriate for topic, purpose and reader. Richness and accuracy of vocabulary. Amount of evidence of English interference. (20%)
5. **Conventions:** Amount of faults with respect to spelling, accentuation, punctuation, or presentation. (5%)

**COMPONENTS OF CHAPTER EXAMS:**

Grammar (fill-in the blanks, translation, corrections, explanations)

Conventions (orthography and accent marks)

Text Analysis (critique, editing, content and organization)

Essay type components, theoretical considerations (questions/short paragraph answers)

**HOMEWORK ASSIGNMENTS (HA).** There will be 5 homework assignments to turn in for a grade by the due date on the schedule syllabus or earlier. These assignments will concentrate on building of vocabulary for each written task. These assignments are available in the Supplementary Materials packet.

**GRAMMAR REVIEW AND GRAMMAR ASSIGNMENTS (GA):** The textbook includes explanations for each grammar point covered in class, but does not include grammar exercises. Practice exercises and other activities will be available in the Supplementary Materials packet required for the class.

Students are strongly encouraged to work on the activities before they are covered in class. The packet will include grammar exercises for each chapter, and review for exams.

There will be 4 grammar assignments (GA) to be turned in for a grade by the due date or earlier. Percentage of correct responses. (Translation English/Spanish, Spanish/English, fill-in the blanks, questions, corrections, conventions)

**ESSAYS-DRAFTS AND FINAL VERSIONS.** The student is required to complete 4 writing assignments during the semester. The grade for these assignments has to parts:

2% Turning in a DRAFT for instructor's revision on the due date (see syllabus). Students who do not turn these drafts will not receive credit for the draft portion. Late drafts will receive a deducted grade (10 points off per class day late).

8% Grade for FINAL version by the due date, as with late drafts 10 points will be deducted per class day late.

**PLEASE: Drafts and final versions should be double spaced. For Drafts please also use wide margins.**

Make sure you turn in all assignments on the due dates. There will be 4 basic assignments to be turned in per chapter: **5 Homework Assignments (HA), 4 Grammar assignments (GA), 4 Drafts (D), and 4 Final versions (FV)**. Each will be numbered by chapter (i.e. HA1, HA2...GA1, GA2...etc). Additional quizzes and assignments may be required.

#### **PARTICIPATION AND ATTENDANCE.**

-Each unexcused absence -1% per class hour. Missing one class day = 2 hours. Each excused absence -0.2%.

-Be present in class, having previously prepared each assignment on the schedule portion of the syllabus before coming to class when that assignment will be discussed. You may study the assignments as much as you wish or have time for, incidentally.

-Suggestions: Reflect afterwards and make notes of questions/observations.

-Regardless of the reason for your absence, you are required to complete any in-class work, and be informed of any due assignments.

**BLACKBOARD:** Blackboard will be used to post your grades, course documents, and give important reminders from your instructor. Don't forget to check it periodically.

**STUDENT SYLLABUS GUIDELINES:** Please read the document posted on Blackboard (Course Information) with a detailed description of the **General College of Humanities & Social Sciences and Department of Foreign Languages Policies**.

#### **TERMS USED IN THE DAY-TO-DAY CHAPTER PLAN (follows):**

**Ensayo / Escrito** (essay)

**Redacción** (writing)

**SM** (class packet with supplementary materials)

**Plan de Redacción** (outline)

**Borrador** (Draft)

**HA** (Homework Assignment)

**GA** (Grammar Assignment)

**WEEK 1**

- Tue July 8 Introducción. Capítulo preliminar, p. 3-13; Identificación del lector: Actividad A y B, p. 3-5. Enfoque y organización p. 5-7. Proceso: pre-redacción, redacción y revisión p. 8-13. Convenciones (SM 1-3)
- Wed July 9 **Capítulo 1. La Descripción**, p. 15-22. (Orientación y ejercicios de pre-redacción). Convenciones, (SM 4-6). Topic for Essay 1. Organización y el **Plan de Redacción**, p. 26-28.
- Thu July 10 **DUE DRAFT 1**. Convenciones, (SM p. 7-8 (ex. 8-10). *Homework Assignment 1 (HA1)* (SM 11-13). Aspectos gramaticales, p. 33-36 (SER/ESTAR). Grammar exercises (SM 14-17)
- Fri July 11 La revisión, p. 29-32. Grammar exercises handout. *Grammar Assignment 1 (GA1)* (SM 18). Grammar review for exam (SM 19).

**WEEK 2**

- M July 14 **EXAMEN 1. DUE FINAL VERSION ESSAY 1**. 'La estructura de la oración' (SM 20-22)
- Tue July 15 La estructura de la oración. **Capítulo 2. La Narración**, p. 38-42. (Orientación). Convenciones (ex. 11, 12). Pre-redacción, p. 42-49. List of topics for essay 2 (See C, p.44 and D, p. 46)
- Wed July 16 Convenciones (ex. 13-14). *Homework Assignment 2* (SM 24). Punto de vista, p. 51-53. Organización y el **Plan de Redacción**, p. 55-57.
- Thu July 17 **DUE DRAFT 2**. La revisión de textos, p. 57-60. Aspectos gramaticales, p. 61-64 (Los tiempos pasados) . Grammar exercises (SM 25-28). Work on *Grammar Assignment 2* (SM 29)
- Fri July 18 Aspectos gramaticales (cont.). Grammar exercises. **Grammar Assignment 2 due**. Grammar review for exam (SM 30-31).

**WEEK 3**

- Mon July 21 Review Chapter 2. **EXAMEN 2. DUE FINAL VERSION ESSAY 2** (HA2, GA2).
- Tue July 22 **Capítulo 3. La Exposición (Parte 1 Análisis y Clasificación)**, p.66-74. Pre-Redacción, p. 79-81. Enfoque, p. 86. Prepare list of topics for Essay 3. Past Participles (SM 32-33).
- Wed July 23 'Técnicas y estrategias: El párrafo' (SM 36-37). *Homework Assignment 3* (SM 35). Organización, p. 86-88. **Análisis de texto**, p. 90-91. **Plan de Redacción**, p. 94-96. **TURN IN DRAFT 3**
- Thu July 24 La revisión, p. 96-100. SE impersonal (SM 39). Aspectos gramaticales, p. 100-105 (La voz pasiva). Grammar exercises (SM 40-44). *Grammar Assignment 3* (SM 45-46).
- Fri July 25 NO CLASSES MEET

**WEEK 4**

- Mon July 28 Aspectos gramaticales, p. 100-105 (La voz pasiva). Review grammar for exam (SM 47-48).
- Tue July 29 **EXAMEN 3. DUE FINAL VERSION ESSAY 3** (GA3, HA3 if not already turned in).
- Wed July 30 **Capítulo 4. La Exposición (Parte 2 Comparación/Contraste, Causa/Efecto)**. Orientación p.108-113. 'Técnicas y estrategias: la tesis' (SM 52). Vocabulario útil (SM 50-51).
- Thu July 31 Antes de Redactar, p. 118-124. Enfoque, p. 127. Organización, p. 128-130. *Homework Assignment 4* (SM 53-54). **Plan de Redacción**, p.136-138. Borrador.
- Fri Aug 1 NO CLASSES MEET

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**WEEK 5**

- Mon Aug 4 **DUE DRAFT 4.** La revisión, p. 139-142. Aspectos gramaticales, p. 143-152 (El subjuntivo). Grammar exercises (SM 57-60).
- Tue Aug 5 Aspectos gramaticales (El subjuntivo). Grammar exercises. *Grammar Assignment 4* (SM 61)
- Wed Aug 6 *Homework Assignment 5* (SM 62-63). Los verbos con preposiciones (SM 68-69). Las preposiciones 'a, en ' (SM 66). Repaso examen 4 (SM 64-65).
- Thu Aug 7 **EXAMEN 4. DUE FINAL VERSION ESSAY 4** (HA4, HA5, GA4 if not already turned in).
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