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# **College of Liberal Arts and Social Sciences (CLASS)**

# **Department of Spanish**

# **SPAN 3570**

# **Spanish in the Bilingual Classroom**

# **Fall 2023**

## Instructor Contact:

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**Office Location:** LANG 407-D

**Office Hours:** M, W 2-3 pm or by appointment (Zoom)

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Communication Expectations

UNT email is the primary tool to communicate directly with students. By UNT policy, students must use only their UNT email address to email professors. Any personal concerns or questions should be emailed to the professor. Emails will be responded within 24 hours (except for weekends). Please address me as Professor (Wagner) or profe. I will do my best to return graded work within one week of the due date. For more information about proper communication with your professor, please consult UNT [Communication Tips.](https://clear.unt.edu/online-communication-tips)

## Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT’s full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

## Course Description

Our goal is to develop speaking, listening, writing, and reading skills in Spanish for those entering or already working in the teaching professions who seek career-related skills in Spanish. We will learn specialized vocabulary needed for communication between teacher and student(s) and between teacher and parents/guardians. We will also present realistic situations, grammar exercises, dialogues, and role-play. The class will be conducted in Spanish.

## Course Structure

The course will be divided into three sections. Each section will consist of four to five lessons, one reading, a brief review, and one exam. Two exams and no more than five quizzes will be given throughout the semester. Students will also present one teaching demonstration lesson to the class incorporating the vocabulary of one elementary or secondary school subject, (e.g., mathematics, history, art, etc.).

## Prerequisite

SPAN 2050 or equivalent. Student should be able to upload assignments. Students will use Microsoft word documents and save the files as docs. Do not save them as notes, pages, PDF’s, etc. If I cannot open your document, you will not receive credit. Students should have a reliable computer and take tutorials if they are not familiar using Canvas.

## Course Objectives

Students will acquire and demonstrate, orally and in written assignments, the correct use of applicable vocabulary and grammar structures in various school situations, such as teacher to student(s), student to teacher, teacher to parent(s), as well as in specific classes such as history, mathematics, geography, and the sciences.

Topics/Readings throughout the semester students will write several informal letters requesting a parent-teacher conference; asking for permission to take students on a field trip; establishing classroom rules; planning a lesson; and “Back to school night” for parents.

## Required Text

Jarvis / Lebredo. Basic Spanish for Teachers, second edition, Heinle Cengage Learning, 2011.

Course Technology & Skills

### Minimum Technology Requirements

* Computer
* Reliable internet access
* Speakers
* Microphone
* Plug-ins
* Microsoft Office Suite
* [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (https://clear.unt.edu/supported-technologies/canvas/requirements)

Technical Assistance

If you need help with technology and/or Canvas, please do not contact your professor. Contact:

* **UIT Help Desk**: UIT Student Help Desk site
* **Email**: helpdesk@unt.edu
* **Phone**: 940-565-2324
* **In Person**: Sage Hall, Room 130
* **Walk-In Availability**: 8am-9pm
* **Laptop Checkout**: 8am-7pm
* For additional support, visit Canvas Technical Help

## Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

* While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated.
* Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
* Ask for and use the correct name and pronouns for your instructor and classmates.
* Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
* Use your critical thinking skills to challenge other people’s ideas, instead of attacking individuals.
* Avoid using all caps while communicating digitally. This may be interpreted as “YELLING!”
* Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
* Avoid using “text-talk” unless explicitly permitted by your instructor.
* Proofread and fact-check your sources.
* Keep in mind that online posts can be permanent, so think first before you type.

See these [Engagement Guidelines](https://clear.unt.edu/online-communication-tips) (https://clear.unt.edu/online-communication-tips) for more information.

## Course Expectations

### As the instructor in this course, I am responsible for

* Providing course materials that will assist and enhance your achievement of the stated course goals, guidance.
* Providing timely and helpful feedback within the stated guidelines.
* Assisting in maintaining a positive learning environment for everyone.

### As a student in this course, you are responsible for

* Reading and completing all requirements of the course in a timely manner,
* Working to remain attentive and engaged in the course and interact with your fellow students,
* Effectively collaborating and communicating with classmates when doing group assignments,
* Assisting in maintaining a positive learning environment for everyone.

## Course Breakdown

|  |  |  |
| --- | --- | --- |
| **Assignments** | **Points Possible** | **Percentage of Final Grade** |
| Weekly Activities in Modules (15@20 points each) | 300 points | 30% |
| Quizzes (5 @ 20 points each) | 100 points | 15% |
| Project (5 activities @ 100 points each) | 500 points | 15% |
| Teaching Demonstration (1 @ 100 points) | 100 points | 10% |
| Midterm Exam (1 @ 100 points) | 100 points | 20% |
| Oral Presentation/Final Exam (1 @ 100 points) | 100 points | 10% |
| Total Points Possible | 1200 points | 100% |

Grading Scale

A = 90-100%, B = 80-89.5%, C = 70-79.5%, D = 60-69.5%, F = Below 59% (final grades will be rounded up to the next letter grade only after .5. Example: 89.5 > will be rounded up to 90. 89.4< will equal 89)

### **SPOT Course Evaluation**

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course. Students will earn **5 extra points** in the participation category for doing the SPOT evaluation. To receive the extra points, you must forward your professor the confirmation email you receive from UNT after evaluating the course. Screenshots will not be accepted.

## Course Policies

Assignments Description

Students will complete assignments from the textbook and handouts, as specified in the weekly modules. All assignments must be complete, free of errors, the student’s own work, handed in on time, and done according to all guidelines. Late assignments are not allowed unless there is an acceptable excuse (read “Late Work” section for the list of approved excuses).

### Assignment Policy

Most assignments are due on Friday but some of them are due on Wednesdays. Each module will have at least one activity to turn in for a grade. Entering the course through the module allows students to not miss activities. They can also check the calendar to see the due dates. Students will not be able to send attachments but work on answers in a word document that will later copy and paste on the assignment submission box.  Students can attach a word document in addition to copying and pasting the answers.

Note that some of the assignments will be sent via Turnitin; the software that checks papers in their data bank to generate a plagiarism report.

If UNT’s server is down, report the problem immediately by contacting the UNT Student Help Desk: [helpdesk@unt.edu](mailto:helpdesk@unt.eduo) or 940.565.2324 and securing a problem ticket number. One way to avoid this issue is to turn in assignments early in the week instead of waiting to the last minute to send them in. If you experience other technical difficulties, contact the HelpDesk as well. The UNT Student Help Desk and I will work with the student to resolve any issues at the earliest possible time.

Class ParticipationI expect you to actively participate with your group in the weekly assignments and projects. Active participation means you must follow all guidelines and instructions outlined in each assignment, answer your groups messages, help to produce university level contributions, etc.

Attendance PolicyStudents are not required to physically attend this class, but they should have an “Emergency” plan in place.  Start working on assignments early in the week to avoid missing activities in case you have an emergency.

Late Work

Late work will be accepted only under extreme circumstances and must be approved by the professor. (e.g. death of a family member, personal illness, jury duty, military service, university-approved activities). Students should contact the professor immediately or in a timely manner according to the situation. All work turned in after the deadline will receive a grade of zero unless the student has an excused absence. Requests for accommodation weeks after deadlines have passed without official documentation or reasonable justification will result in a denial of the request.

Excused Absences The student is responsible for requesting an excused absence in writing, providing satisfactory evidence to the faculty member to substantiate excused absence and delivering the request personally to the faculty member assigned to the course for which the student will be absent.

1. When an absence is excused, I will provide a reasonable time after the absence for the student to complete an assignment or examination missed.
2. A student will not be penalized for an excused absence and will be allowed to take an examination or complete an assignment from which the student is excused within a reasonable period after the absence.
3. A student needing assistance verifying absences due to illness or extenuating circumstances for all courses should contact the Dean of Students office. The Dean of Students office will verify the student’s documentation and advocate on the student’s behalf, as appropriate, for excused absences.
4. Absences due to the observance of a religious holiday require that the student notify the instructor IN WRITING during the first 12 days of the semester. Since the modules will be open with enough time for you to submit activities, do not wait to the last minute to start working on the due activities.
5. Absences due to illness, death in the family or other emergencies will be authorized only if you contact your instructor immediately.

Syllabus Change PolicyIf the need to make changes to the syllabus arise, I will send a message via Announcements and I will post a revised syllabus.

### Quizzes

Quizzes are scheduled and administered via Canvas. Quizzes will / could include vocabulary, grammar, culture, dictation, and situations based on role-playing exercises practiced in group activities (Discussions). No make-ups will be allowed for unsubmitted assignments.

Homework  
You must work in this class a little bit **every day**. Assignments are due on Friday nights, but you must start working on the assignments as early in the week as you can. You must enter the course thru the Modules, so you don’t miss due dates. All assignments require you to answer in complete sentences. Furthermore, properly label all activities.

### Exams

## There will be two exams based on material studied in the course.  The Lockdown Browser application, a safe proctoring system provided by UNT, will be used to take assessments. You must download the software in a reliable device. Assessments usually open on Wednesdays and close on Fridays before midnight.  The final exam will close on Saturday before midnight. Students not meeting deadlines will receive a zero. No make-ups are given as the exams will be open for a few days. Do not wait until to the last minute to take your exam.  Students must read the folder “Rules and Regulations for Exams and Quizzes” in Canvas prior takin the exam and comply with all the rules.

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Exams will be based on the material presented in the textbooks and in class discussions. Exams will follow TEA and BTLPT competences.

Teaching Demonstration  
You will record yourself giving a teaching demonstration of a topic pertinent to a bilingual elementary level. The demonstration must be presented in Spanish to the class during the second half of the semester. You will find additional information in the module called “Teaching Demonstration”. This is not an oral presentation that you can read, sufficient preparation is imperative. It will count as the final exam.

### **Project**

**Students who are talking this class will eventually end up in a bilingual teaching setting. As part of this class, you are required to write and illustrate an original children e-book of about 300 words. It must be a bilingual book and you can work with a partner.**

Quizzes and Exams

If you must miss a quiz or an exam you must contact your instructor immediately andprovide the appropriate documentation (as outlined above) within 3 days after the missed due date. Note that assessments missed due to “forgetting” can’t be made up.

### Student Issues with the Instructor

When a student has class-related issues with her/his instructor (e.g. appeal a grade, disagreement about attendance record, interpretation of a class assignment, assigned grades, etc.), she/he should follow these steps to reach a resolution:

1. The student may first talk directly to the department chair, Dr. Gabe Ignatow, about the issue (make an appointment with Dr. Ignatow by contacting Ms. Nancy Bouchard, [Nancy.Bouchard@unt.edu](mailto:Nancy.Bouchard@unt.edu)), or talk with the respective instructor to resolve the issue.
2. If the issue is not resolved to the student’s satisfaction, then she/he should email a written description of the issue to Dr. Ignatow (gabe.ignatow@unt.edu). Dr. Ignatow will also solicit a written statement from the respective instructor.
3. Dr. Ignatow may meet individually with the student and instructor to resolve the issue
4. If the student is not satisfied with the resolution, she/he should contact the Executive Dean of the College of Liberal Arts & Social Sciences to discuss this issue.

### Grade Appeal Policy

Students should try to resolve the grievance with the instructor. If that does not work, the student can initiate a grade appeal with the instructor based on one of these three grounds:

1. Grade was based on unfair treatment.
2. Instructor departed from standards set out in the course syllabus without a rational academic reason, or
3. An error was made in calculating the grade, including failure to factor an assignment, project, quiz, or examination.

Note: if the student is alleging discrimination, the student must report this belief to the Office of Equal Opportunity.

It is the responsibility of students to follow all rules, guidelines and instructions clearly outlined in class syllabus as well as follow all directives given by instructors of Spanish classes on Canvas and in class. The student should maintain clear lines of communication with the instructor by email regarding any issues or queries related to the class. You can expect your instructor to answer email messages as soon as he/she gets them; however, if it is past 5pm, on weekends, or during times that he/she is teaching, it might take longer. Also, send messages via UNT (not inside Canvas) and use a school related address.

### Academic Integrity Policy

The UNT Department of Spanish adheres to the University’s policy on Student Academic Integrity. For all pertinent assignments and assessments, the work must be the student’s work only (unless otherwise indicated by the course instructor) and should reflect the student’s level of proficiency. Students are prohibited from asking another person (i.e. a friend, tutor, or relative) to help them develop or compose a response (oral or written) in preparation for, or while completing, an assignment or assessment that will be graded and applied to the student’s final grade in the course. This includes, but is not limited to, receiving outside assistance with drafting, revising, editing, or developing the content and structure of a response to an assignment or assessment question without consent from the course instructor. Also, the use of translation technology (any digital translation tool or app) and ChatGPT is prohibited for all assignments and assessments. The usage of such devices will be considered academic misconduct. Information “cut and pasted” or otherwise copied from other sources and used as answers in assignments and assessments will be considered plagiarism. If a student has any doubts whatsoever as to what constitutes any form of scholastic dishonesty, they should consult with the course instructor before submitting their work.  Cheating, plagiarism, and other examples of academic misconduct defined by University Policy will result in a zero on the assignment or assessment in question and may be reported to the Dean of Students. For an explanation of the Academic Integrity Code, including information on definitions, reporting and investigations, and contesting an admonition or violation report, see: <https://deanofstudents.unt.edu/academic-integrity>

### On student behavior during the course

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the course and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

A note on protocol: If you have a problem with anything related to your course (textbook, instructor, testing, etc.), it is your responsibility to discuss the problem first with your instructor. Most problems or misunderstandings can be dealt with effectively and efficiently if the people most directly involved can discuss the problem and communicate honestly with each other.

## UNT Policies

### Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. **Cheating, plagiarism, and other examples of academic misconduct defined by University Policy will result in a zero on the assignment or assessment in question and may be reported to the Dean of Students.**

ODA Policy  
UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time; however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the [ODA website](https://disability.unt.edu/) (<https://disability.unt.edu/>).

### Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

### Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

### Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student’s records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University’s policy. See UNT Policy 10.10, Records Management and Retention for additional information.

### Access to Information - Eagle Connect

Students’ access point for business and academic services at UNT is located at: [my.unt.edu](https://my.unt.edu/). All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](https://it.unt.edu/eagleconnect) (https://it.unt.edu/eagleconnect).

### Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" ([no-reply@iasystem.org](file:///C:\Users\jdl0126\AppData\Local\Temp\OneNote\16.0\NT\0\no-reply@iasystem.org)) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://spot.unt.edu/) (http://spot.unt.edu/) or email [spot@unt.edu](file:///C:\Users\jdl0126\AppData\Local\Temp\OneNote\16.0\NT\0\spot@unt.edu).

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

### Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at [SurvivorAdvocate@unt.edu](mailto:SurvivorAdvocate@unt.edu) or by calling the Dean of Students Office at 940-5652648.

Important Notice for F-1 Students taking Distance Education Courses

**Federal Regulation**

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website. The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

**University of North Texas Compliance**

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses. See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses.

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:

* The work is used only once.
* The work is not used in its entirety.

• Use of the work does not affect any potential profits from the work. • The student is not identified.  
• The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

**Transmission and Recording of Student Images in Electronically Delivered Courses**

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.
2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.
3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

## Academic Support & Student Services

### Student Support Services

#### Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

* [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services)
* [UNT Care Team](https://studentaffairs.unt.edu/care)
* [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
* [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

#### Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

* [UNT Records](https://registrar.unt.edu/transcripts-and-records/update-your-personal-information)
* [UNT ID Card](https://sfs.unt.edu/idcards)
* [UNT Email Address](https://sso.unt.edu/idp/profile/SAML2/Redirect/SSO;jsessionid=E4DCA43DF85E3B74B3E496CAB99D8FC6?execution=e1s1)
* [Legal Name](https://studentaffairs.unt.edu/student-legal-services)

*\*UNT EUIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

#### Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don’t assume someone’s name, we should also ask and not assume someone’s pronouns.

You can [add your pronouns to your Canvas account](https://community.canvaslms.com/docs/DOC-18406-42121184808) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

* [What are pronouns and why are they important?](https://www.mypronouns.org/what-and-why)
* [How do I use pronouns?](https://www.mypronouns.org/how)
* [How do I share my pronouns?](https://www.mypronouns.org/sharing)
* [How do I ask for another person’s pronouns?](https://www.mypronouns.org/asking)
* [How do I correct myself or others when the wrong pronoun is used?](https://www.mypronouns.org/mistakes)

#### Additional Student Support Services

* [Registrar](file:///C:\Users\jdl0126\AppData\Local\Temp\OneNote\16.0\NT\0\Registrar)
* [Financial Aid](https://financialaid.unt.edu/)
* [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services)
* [Career Center](https://studentaffairs.unt.edu/career-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services)
* [Pride Alliance](https://edo.unt.edu/pridealliance)
* [UNT Food Pantry](https://deanofstudents.unt.edu/resources/food-pantry)

### Academic Support Services

* [Academic Resource Center](https://clear.unt.edu/canvas/student-resources)
* [Academic Success Center](https://success.unt.edu/asc)
* [UNT Libraries](https://library.unt.edu/)
* [Writing Lab](http://writingcenter.unt.edu/)

Course Schedule

|  |  |
| --- | --- |
| Weeks | Modules |
| Week 1  21-25 de agosto | pp. 241-246 |
| Week 2  28-31 de agosto | Preliminary Lesson (pp. 1-9) &102 |
| Week 3  5-8 de septiembre  Labor Day: 4 de septiembre | Lesson 1 (pp. 11-19); Quiz 1 |
| Week 4  11-15 de septiembre | Lesson 2 (pp. 21-29); Project Topic |
| Week 5  11-22 de septiembre | Lesson 3 (pp. 31-39); Project Outline; Quiz 2 |
| Week 6  25-29 de septiembre | Readings 1 (61) and 2 (119); Review (63-67) |
| Week 7  2-6 de octubre | Midterm Exam |
| Week 8  9-13 de octubre | Lesson 4 (p. 41-49); Project Draft |
| Week 9  16-20 de octubre | Lesson 9 (p. 99-107); Project Peer Review; Quiz 3 |
| Week 10  23-27 de octubre | Lesson 11 (p. 127-135); Lesson Plan |
| Week 11  30 de octubre-3 de noviembre | Lesson 16 (p. 183-192); Turn in Project |
| Week 12  6-10 de noviembre | Lesson 18 (p. 203-211); Reading 3 (175); Quiz 4 |
| Week 13  **13-17 de noviembre** | pp. 175 & 233; Reading 4 (233) |
|  | **19-26 de noviembre: Fall Break**  **No hay clases** |
| Week 14  27 de noviembre-1 de diciembre | pp. 213-220; Exam 2 |
| Week 15  **4-7 de diciembre** | Oral Presentation  *8 de diciembre: Reading Day* |
| **Week 16**  **11-14 de diciembre** | Examen final (date TBD\*) |