# SPAN 3004. SPANISH ADVANCED COMPOSITION

# FALL 2021

## INSTRUCTOR INFORMATION:

Name: Dr. Esther Sánchez-Couto

Office Location: Language 403B

Office Hours: by appointment via zoom

Email: [esther.sanchez-couto@unt.edu](mailto:esther.sanchez-couto@unt.edu)

**Communication Expectations:** Email is the primary tool that will be used to communicate with students (Canvas may also be used to send class announcements). Instructors will only respond to email sent by students from a UNT Eagle Connect address. Likewise, instructors will only send email to UNT Eagle Connect addresses. Information about Eagle Connect can be found at [Eagle Connect](http://eagleconnect.unt.edu/).

## 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:

Both native and non-native learners of Spanish will improve their writing abilities in the language by writing diverse types of compositions. Students will be introduced to narrative, descriptive, expositive texts, among others. Furthermore, students will study the necessary strategies to write an academically acceptable research paper.

## COURSE PREREQUISITE:

Students must have completed, or received credit for, SPAN 2050, but having completed an advanced grammar course will help you to do better in this course.

## COURSE OBJECTIVES:

Attention will be focused on writing in Spanish, and as such, at the end of the course students will be able to:

* Identify the intention and fundamental reason behind the narratives written in Spanish
* Utilize correct and appropriate grammar, vocabulary, and spelling in the written narratives
* Utilize diverse connectors to establish coherent transitions in the written narratives
* Compose various types of narratives, from descriptions to academic essays, as preparation for the upper-level courses of Spanish.

## REQUIRED TEXT AND SUPPLEMENTARY MATERIALS:

* Bleichman, Guillermo &Cañon, Paula*. Taller de escritores*. *Grammar and Composition for Advanced Spanish*. 3rd *Vista Higher Learning*, 2021. ISBN: 978-1-68004-006-7
* VHL Central Super-Site.
* A good Spanish/English, English/Spanish dictionary.
* A reliable electronic devise with a webcam
* Be familiar with online classes and/or take the tutorials

## COURSE TECHNOLOGY AND SKILLS

### Minimum Technology Requirements

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

### Computer Skills & Digital Literacy

Course-specific technical skills learners must have to succeed in the course:

* Using Canvas
* Using Connect
* Using email
* Downloading and installing software

### Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

**UIT Help Desk**: [UIT Student Help Desk site](http://www.unt.edu/helpdesk/index.htm) (http://www.unt.edu/helpdesk/index.htm)

**Email**: [helpdesk@unt.edu](mailto:helpdesk@unt.edu)

**Phone**: 940-565-2324

**In Person**: Sage Hall, Room 130

**Walk-In Availability**: 8am-9pm

**Telephone Availability**:

* Sunday: noon-midnight
* Monday-Thursday: 8am-midnight
* Friday: 8am-8pm
* Saturday: 9am-5pm

**Laptop Checkout**: 8am-7pm

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (https://community.canvaslms.com/docs/DOC-10554-4212710328)

### 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.

## GRADE DISTRIBUTION:

The final grade will be determined in the following way:

|  |  |
| --- | --- |
| **Evaluation Procedure** | **Percentage of Final Grade** |
| Online Activities | 20% |
| Portfolio/Quizzes | 20% |
| Essays (4) | 40% |
| Final Exam / Essay | 20% |

## GRADING

A = 90% - 100%

B = 89% - 90%

C = 79% - 70%

D = 69% - 60%

F = 59% - 0%

NOTE: You will not receive credit if you turn in assignments late, use an online translator or if you ask a friend to write your assignments.

## ASSIGNED READINGS IN THE TEXTBOOK:

You will benefit from reading the pages assigned before you do the activities.

## ONLINE ACTIVITIES:

All assigned activities are from the from VHL Central supersite and they have two principal objectives: 1) to revise specific elements of the topic being studied, and 2) to review and revise grammar content pertinent to each kind of written texts.

Most activities are machine graded; others will be manually graded. All work you produce must be your own and they must be complete and free of errors.

The student will purchase the textbook’s supersite to access the online activities. To access the Vista Higher Learning site on the web, he/she must create an account. All assignments have a different due date and in order to receive full credit, you must complete and submit them before midnight on Fridays. You must submit all assignments on time as if they are late you will not receive credit but you can complete them for practice to prepare you for writing activities. If for any reason you must turn in a late assignment, make sure you contact the instructor before it is due, then complete the assignment. Not having a reliable computer or internet service is not an excuse to not turn in activities on time.

If you turn in something you previously received a grade for or if the plagiarism percentage is higher than 8%, you will not receive credit AND your name will be sent to the Dean of Students with the charges of academic misconduct and dishonesty.

PORTFOLIOS:

These are informal writings that will be uploaded via “Discussions”. Each of the assigned portfolios addresses specific course content information. After you turn in a portfolio, you must comment to two postings. Read more details in the document “Portfolios”. These activities will count as quizzes.

ESSAYS:

In this course you must write five (5) written essays, including the final exam.

TurnItIn is used to check originality (plagiarism) of essays. Students will receive a zero if 1) more than 8% plagiarism is reported on Turnitin, 2) the essay is not turned in via Turnitin, 3) the topic is not from the assigned themes, 4) a translator is used, and 5) if assignment was previously submitted, or received a grade, in another class/school (your name will be sent to the Dean of Students). No exceptions.

For regular essays, write the word count  and your last name and name after you are finished writing the conclusion.

Do not use a footer/header. Type essays double spaced using a professional looking font, size 12. Final drafts must be 475-525 words each and must address the specified topics on the weekly course content of the syllabus.

|  |  |
| --- | --- |
| ESSAYS | |
| Essay 1: Descriptive | A topic from page 24 |
| Essay 2: Narrative | A topic from activity 4 in page 49 |
| Essay 3: Opinion | A topic from page 137 |
| Essay 4: Argumentative | A topic from page 173 |
| Essay 5: Research Paper | Any Spanish-speaking author |

## FINAL EXAM:

Your final exam will be Essay 5. The grade of the research paper will be based on the mastering of styles and techniques, content, grammar, and fluency of expression covered in the course. Students will choose a literary text from the Hispanic world and will write a research paper using the MLA Style. Students may study same authors but cannot work in the same text. Authors must be a Spanish-speaking person and the works must be originally written in Spanish.

Your research paper must include a minimum of 5pages:

Page 1-4: Research Paper

Page 5: Cited works/ Bibliography

Remember your Research Paper will be checked in the Turnitin data bank.

Read more details in the document on essays' details.

## FACULTY EXPECTATIONS:

* I expect you to respect due dates. This is an online course; consequently, you will be working at your own pace but guided by your instructor.
* I expect you to read assigned pages early in the week and contact me if you have questions. Resend the message if I have not answered within 12 hours (except on weekends).
* I expect you to reply to my messages within 12 hours.
* I expect you to have a “Plan B” for emergencies. Technology will always fail when you need it the most. Plan for life’s emergencies and do not wait until the very last day/hour to start working on the assignments. Friday is the very last day to turn in activities. It means you can submit them earlier than Friday.
* I expect you to access the course on a daily basis and work on the assigned activities every day: work a little every day.
* I expect you to have a reliable and working computer and internet provider. The Languages Building lab is a good place to work on your assignments.
* I expect you to contact me via email if you are having issues with the class (read posted documents first)
* Do not answer the feedback I leave on the activities (I do not get these notifications and after I grade activities, I do not return to them to see if someone is trying to contact me)
* I expect you to contact the Student HelpDesk if you have technology issues

### HELPDESK INFORMATION:

Telephone Availability:940-565-2324   Sunday: noon–midnight  
   Monday-Thursday: 8 a.m.–midnight  
   Friday: 8 a.m.–8 p.m.  
   Saturday: 9 a.m.–5 p.m.  
Email:[***helpdesk@unt.edu***](mailto:helpdesk@unt.edu)  
Website: [http://it.unt.edu/helpdesk (Links to an external site.)](http://it.unt.edu/helpdesk)  Bookmark this homepage today!  
Create a Service Ticket:[report a problem or request a service (Links to an external site.)](http://ithelp.unt.edu/)  
Office Hours and Walk-in Support: [Sage Hall (Links to an external site.)](http://maps.unt.edu/places/1010/view), Room 330D   |   Mon-Fri: 8 a.m.–8 p.m.  
Location:  [Sage Hall (Links to an external site.)](http://maps.unt.edu/places/1010/view), Room 330D

## OTHER COURSE POLICIES:

Submission of coursework: Follow the dates outlined in the weekly schedule of activities. NOTE: Work will not be accepted late.

## UNT POLICIES

### Acceptable Student Behavior

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 classroom and the instructor may refer the student to the Dean of Students 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. Visit UNT’s [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (https://deanofstudents.unt.edu/conduct) to learn more.

### 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>).

### ACADEMIC HONESTY AND PLAGIARISM:

*“The UNT Department of Spanish adheres to the*[*University’s policy on Student Academic Integrity* (Links to an external site.)](https://policy.unt.edu/policy/06-003)*. 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) is prohibited for all assignments and assessments and 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.”*

### SPOT(STUDENT PERCEPTIONS OF TEACHING)

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 short SPOT survey will be made available in November to provide you with an opportunity to evaluate how this course is taught.  You will receive an email from "UNT SPOT Course Evaluations” via IA System Notification (no-reply@iasystem.org) with the survey link. Please look for the email in your UNT email inbox.  Simply click on the link and complete it. Once you complete and submit the survey, you will receive a confirmation email. Save the confirmation you receive, as your instructor will ask for it. For additional information, please visit the spot website at www.spot.unt.edu or email spot@unt.edu.

### DISABILITY ACCOMMODATION STATEMENT:

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student.”  For additional information visit the [Office of Disability Accommodation website (Links to an external site.)](https://studentaffairs.unt.edu/office-disability-access). You may also contact them by phone at 940.565.4323 *or in person in SAGE Hall 167*

PLAGIARISM:

*“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) is prohibited for all assignments and assessments and 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.”*

### 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.

### 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.

### 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 (Links to an external site.)](https://studentaffairs.unt.edu/student-health-and-wellness-center)
* [Counseling and Testing Services (Links to an external site.)](https://studentaffairs.unt.edu/counseling-and-testing-services)
* [UNT Care Team (Links to an external site.)](https://studentaffairs.unt.edu/care)
* [UNT Psychiatric Services (Links to an external site.)](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
* [Individual Counseling (Links to an external site.)](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

### COVID-19

If you are experiencing any [symptoms of COVID-19 (Links to an external site.)](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html), please seek medical attention from the Student Health and Wellness Center (940-565-2333 or [askSHWC@unt.edu](mailto:askSHWC@unt.edu)) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or [COVID@unt.edu](mailto:COVID@unt.edu) for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

### STUDENT ISSUES WITH INSTRUCTORS:

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. Samuel Manickam, about the issue (make an appointment with Dr. Manickam 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. Manickam (manickam@unt.edu). Dr. Manickam will also solicit a written statement from the respective instructor
3. Dr. Manickam 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.

It is the responsibility of students to follow all rules, guidelines and instructions clearly outlined in class syllabi as well as follow all directives given by instructors of Spanish classes on Canvas/Blackboard and in class. The student should maintain clear lines of communication with the instructor in person and email regarding any issues or queries related to the class.

### 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](about:blank) (https://registrar.unt.edu/registration)
* [Financial Aid](https://financialaid.unt.edu/) (https://financialaid.unt.edu/)
* [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (https://studentaffairs.unt.edu/student-legal-services)
* [Career Center](https://studentaffairs.unt.edu/career-center) (https://studentaffairs.unt.edu/career-center)
* [Multicultural Center](https://edo.unt.edu/multicultural-center) (https://edo.unt.edu/multicultural-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
* [Pride Alliance](https://edo.unt.edu/pridealliance) (https://edo.unt.edu/pridealliance)
* [UNT Food Pantry](https://deanofstudents.unt.edu/resources/food-pantry) (https://deanofstudents.unt.edu/resources/food-pantry)

### Academic Support Services

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

## COURSE CALENDAR:

See detailed weekly course of activities in a separate file.

|  |  |
| --- | --- |
| WEEKS AND CHAPTERS | |
| **Weeks 1 and 2** | Cap. 1: La descripción |
| **Weeks 3 and 4** | Cap. 2: La narración |
| **Weeks 5 and 6** | Cap. 3: El ensayo narrativo |
| **Weeks 7 to 9** | Cap. 4: La exposición |
| **Week 10 to 11** | Cap. 5: La argumentación |
| **Weeks 12 to 15** | Cap. 6: El ensayo académico |