# SPAN 3003 Advanced Grammar

## Instructor Contact

**Name:** Mr. Steve Sheppard

**Office Location:** LANG 403 G

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**Office Hours:** TR 12:30-1:30; also by appointment

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**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

## This course is designed to review and expand students’ previous knowledge of Spanish grammar with emphasis on aspects that are especially challenging for Spanish language learners. Spanish is the language of instruction and interaction.

## Course Prerequisites

This course is designed for students who have completed SPAN 2050 or its equivalent, or who have taken the Department of Spanish placement exam and tested into the 3000 level.

Course Objectives

Upon successful completion of this course, learners will be able to:

1. Demonstrate appropriate use of verb tense, mood, spelling, punctuation, and agreement at the advanced mid-level per ACTFL guidelines in written and oral production.
2. Describe, compare, and analyze Spanish grammar structures, and interpret their uses in a variety of contexts.
3. Demonstrate increased awareness and knowledge of Spanish grammar, thus contributing to the improvement of speaking abilities and writing skills in Spanish.

## Required Materials

1. Textbook: Salazar, C., Arias R., and De La Vega, S. *Avanzando: Gramática española y lectura*. 7th. Ed. Hoboken, NJ: John Wiley & Sons Inc, 2013.  ISBN: 978-1118280232
2. Sara L. de la Vega, Carmen Salazar. *Workbook to accompany Avanzando: Gramática española y lectura*, 7th Edition. ISBN: 978-1-118-77684-1

## Course Technology and Skills

### Minimum Technology Requirements

* Computer
* Reliable internet access
* [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 email

### 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

**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.

## COURSE REQUIREMENTS

### Activities and Assessments

* Participation (20% of total)
* Homework (15% of total)
* Quizzes (10% of total)
* Composition (10% of total)
* Exams (3 Exams, 45% of total)

### Grading

A = 90% - 100%

B = 89% - 90%

C = 79% - 70%

D = 69% - 60%

F = 59% - 0%

## Participation

To achieve the highest possible personal level of proficiency in Spanish and to be successful in this course, it is necessary to come to each class focused on that goal. Students who perform the five basic tasks listed in the rubric below will be well on their way to being successful in this course. Additionally, students will see these efforts recognized and rewarded; class participation is a substantial portion of the course grade. Please note students must perform **all** five tasks listed in the rubric below to receive participation points each day. Students not meeting expectations for all five tasks listed in the rubric below will receive a zero (verbal/written warnings and reduced points may also be assigned according to the policy of the instructor).

**Participation Rubric**

|  |  |  |
| --- | --- | --- |
| **Classroom Tasks** | **Exceeds / Meets Expectations** | **Does Not Meet Expectations** |
| 1. Speaks in Spanish as directed the entire class period
 |  |  |
| 1. Works well with classmates (e.g., is an active listener, is respectful, helpful, and supportive of classmates, etc.)
 |  |  |
| 1. Stays on task during class
 |  |  |
| 1. Comes prepared to class (e.g., completed assigned homework, brings required materials, etc.)
 |  |  |
| 1. Arrives on time to class and stays for entire period
 |  |  |

### Homework

Check course calendar of syllabus for due dates of assignments from *Avanzando* workbook.

### Quizzes

Quizzes will be given over any material previously covered and may be announced or unannounced. No makeup work will be allowed for quizzes in the case of unexcused absence. The lowest quiz score will be dropped from the final course grade.

### Composition

Students will write one composition. See Canvas for full details.

### Exams

Three exams will be given covering course material.

## COURSE POLICIES

### Attendance Policy:

No makeup work will be allowed for unexcused absences. This applies to all instructional forums, including face-to-face and electronic classrooms. Only those individuals whose absences are authorized by the instructor will be eligible to make up any assessment or assignment missed. Excused absences include the following: illness with a written excuse from a medical professional, death in the family, religious holidays, military training, and university-sponsored activities. Documentation must be provided (physician’s statement, obituary, etc.) the first day upon returning to class for the absence to be excused. Absences in observance of religious holidays are authorized only if students have notified the instructor in writing within the first three weeks of the semester. For absences due to scheduled (not emergency) military training/duty, students must present their documentation to the instructor within the first three weeks of the semester. For absences due to university-sponsored activities, students must obtain authorized absence cards from the Dean of Students and present them to the instructor prior to absence.

### Late Work

No late or makeup work is accepted except in the case of excused absence.

### Statement on Diversity:

The Department of Spanish strictly adheres to UNT standards for diversity and inclusion in all interactions with students, faculty and staff as stated in UNT Policy 04.018 University Policy Statement on Diversity:

The University of North Texas values diversity and individuality as part of advancing ideals of human worth, dignity and academic excellence. Diverse viewpoints enrich open discussion, foster the examination of values and exposure of biases, help educate people in rational conflict resolution and responsive leadership, and prepare us for the complexities of a pluralistic society. As such, the University of North Texas is committed to maintaining an open, welcoming atmosphere that attracts qualified students, staff, and faculty from all groups to support their success.

The University of North Texas does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, or veteran status in its application and admission process, educational programs and activities, employment policies and use of university facilities.

### Student Academic Integrity:

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 a warning, and may be reported to the Dean of Students.

### 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), 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

## UNT POLICIES

### ADA 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.

### 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>).

### 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%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Cno-reply%40iasystem.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%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Cspot%40unt.edu).

### 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 or by calling the Dean of Students Office at 940-5652648.

## ACADEMIC SUPPORT AND STUDENT 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) (https://studentaffairs.unt.edu/student-health-and-wellness-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
* [UNT Care Team](https://studentaffairs.unt.edu/care) (https://studentaffairs.unt.edu/care)
* [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
* [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/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%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5CRegistrar) (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

**Syllabus may be subject to minor change if necessary due to unforeseen circumstances. Class may be video recorded for pedagogical purposes.**

Week 1: Aug. 29 – Sept. 2

* **Introduction to Course**
* *El presente de indicativo,* pp. 31-40
* Workbook activities (due Thur. in class): pp. 16-20, 1-9 – 1-15

Week 2: Sept. 5 – 9

* *Silabeo. Diptongos, triptongos e hiatos,* pp. 4-6
* *Acentuación,* pp. 7-12
* Workbook activities (due Thur. in class): pp. 3-6, P-1 – P-9

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### Week 3: Sept. 12 – 16

* *Mayúsculas,* pp. 12-14
* *La puntuación,* pp. 14-18
* *Construcciones reflexivas,* pp. 41-44
* Workbook activities (due Thur. in class): pp. 6-9, P-10 – P14; pp. 21-23, 1-16 – 1-21

Week 4: Sept. 19 – 23

* *La oración y sus elementos principales,* pp. 18-22
* *Del verbo: persona, número, modo y tiempo*, pp. 28-31
* Workbook activities (due Thur. in class): pp. 9-11, P-15 – P-21; pp. 15-16, 1-4 – 1-8

Week 5: Sept. 26 – 30

* *Preposiciones,* pp. 148-168
* Review
* **Exam #1** (Thur., Sept. 29)
* Workbook activities (due Thur. in class): pp. 84-91, 5-4 – 5-15

Week 6: Oct. 3 – 7

* *El pasado: pretérito e imperfecto,* pp. 60-70
* Workbook activities (due Thur. in class): pp. 30-36, 2-4 – 2-12

Week 7: Oct. 10 – 14

* *Diferencias entre el pretérito y el imperfecto,* pp. 70-74
* *Futuro y condicional,* pp. 92-96
* Workbook activities (due Thur. in class): pp. 36-39, 2-13 – 2-16; pp. 50-54, 3-4 – 3-13

Week 8: Oct. 17 – 21

* *Verbos que traducen* to be, pp. 100-106
* *El gerundio o participio presente,* pp. 106-109
* *Usos del infinitivo,* pp. 111-112
* Workbook activities (due Thur. in class): pp. 54-60, 3-14 – 3-24; pp. 62-64, 3-28 – 3-29

Week 9: Oct. 24 – 28

* *El participio pasado,* pp. 121-124
* *Los tiempos perfectos,* pp. 125-130
* Workbook activities (due Thur. in class): pp. 68-73, 4-4 – 4-14

Week 10: Oct. 31 – Nov. 4

* Review
* **Exam #2** (due Thur., Nov. 3)
* Workbook activities (due Thur. in class): pp. 84-93, 5-4 – 5-18

Week 11: Nov. 7 – 11

* *Gustar y otros verbos similares,* pp. 135-138
* *Modo indicativo y subjuntivo,* pp. 185-188
* *Usos del subjuntivo: verbos que expresan voluntad, emoción o duda,* pp. 188-192
* Workbook activities (due Thur. in class): pp. 76-79, 4-20 – 4-23; pp. 101-105, 6-8 – 6-12

Week 12: Nov. 14 – 18

* *Frases y expresiones impersonales que requieren el subjuntivo,* pp. 192-194
* *El subjuntivo con antecedentes indefinidos o inexistentes,* pp. 194-197
* *Conjunciones adverbiales que requieren el subjuntivo,* pp. 204-206
* Workbook activities (due Thur. in class): pp. 105-108, 6-13 – 6-18; pp. 112-115, 7-4 – 7-8

Week 13: Nov. 21 – 25

* **NO CLASS NOV. 24 – 25: THANKSGVING BREAK**
* *Imperfecto de subjuntivo,* pp. 208-213
* Workbook activities (due Thur. in class): pp. 116-118, 7-9 – 7-13

Week 14: Nov. 28 – Dec. 2

* **Peer Edit for Composition** (due Tue, Nov. 29)
* *Modo imperativo,* pp. 222-227
* Workbook activities (due Tue. in class): pp. 124-126, 7-23 – 7-27

Week 15: Dec. 5 – 9

* **NO CLASS MAY 6: READING DAY**
* **Composition due** (due Tue., Dec. 6)
* *Presente perfecto de subjuntivo*, pp. 213-215
* *Pluscuamperfecto de subjuntivo*, pp. 215-217
* Workbook activities (due Thur. in class): pp. pp. 118 – 122, 7-14 – 7-20

Week 16: Dec. 10 – 16

* **Final Exam** (Tue., Dec. 13, 10:30 am – 12:30 pm)