

Departmental Course Syllabus

Department: Foreign Languages/ESOL
San Antonio College * 1300 San Pedro* San Antonio, TX* 78212-4299

Revision Date: January 30, 2008

Course Number and Title: SPAN 1300.

Beginning Conversational Spanish I for Health Care Professionals

Credit Hours: 3

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- I. Catalog Description: is for the Beginning student whose main goal is to learn to communicate orally in Spanish. Although there is some reading and writing, the emphasis is on developing speaking and listening comprehension skills. Sections will be identified in the class schedule for workforce specialties. Students wanting additional practice in developing reading and writing skills may take this course concurrently with SPAN 1411. A language laboratory is available.
- II. Pre-requisites, co-requisites and other requirements: NONE
- III. Text: *Kearnon Medical Spanish, A Conversational Approach*, Kearnon, *Cuaderno De Ejercicios To Accompany Medical Spanish*, Thomson; *Búscalo A Quick Reference Guide To Spanish Grammar And Usage*, Clarkson.
- IV. Method of Instruction:

Spanish 1300 for health Care Professionals is taught as an internet course using Web Ct as a teaching platform. Web pages include: Welcome, Course Requirements, E-Classroom, Syllabus, Lectures, Homework, Exams and Link pages.
- V. Course Content: This Spanish 1300 section is a beginning three-hour course specifically designed for students working or planning careers in health care fields. The goals of the course are to significantly enhance students' ability to comprehend written Spanish, write in correct standard Spanish, comprehend spoken Spanish, and communicate orally in Spanish. The course will also contain a significant amount of medical terminology in order to help students develop speaking and listening comprehension skills that may be used in a variety of health care settings.
- VI. Learning Outcomes and Performance Objectives with their method of measurement as used to determine the students' mastery of those outcomes.

This Spanish 1300 course is specifically designed for students working or planning careers in health care fields.

At the end of the term successful students should be able to understand written and spoken Spanish involving the themes and grammatical structures presented in the class, be able to participate in basic conversations involving the themes and grammatical structures presented in the class, and be able to write in Spanish using the themes and grammatical structures presented in the class. Students will also have a greater understanding of Hispanic culture(s).

Performance objectives: At the end of the semester

- students will comprehend spoken Spanish
- students will communicate orally in Spanish
- students will use appropriate Spanish medical terminology
- students will comprehend written Spanish and write in correct standard Spanish.

Method of Measurement:

EXAMS: There will be three major exams and a departmental final exam during the semester.

The student's final course grade will be determined by performance in the following: Category of work	Percent of grade
3 Exams	60%
Homework	10%
Final Exam	30%

F. Final grading scale: Final course grades will be assigned on the basis of the following scale:

90 - 100 = A	80 - 89 = B	70 - 79 = C	60 - 69 = D	0 - 59 = F
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VII. Course requirements and grade computation.

A. College Requirements:

A written, comprehensive final examination, not to exceed two and one-half hours in length, shall be given at the end of each semester for each course at the regularly scheduled time. Any exceptions to these requirements must be approved by the appropriate dean. Other examinations are given at the discretion of the instructor.

A student who must be absent from a final examination should petition that instructor for permission to postpone the examination. **A student absent without permission from a final examination is graded "F."** Postponed examinations result in a grade of "I." The final exam must be taken within 120 calendar days from the end of the semester or the grade

automatically becomes an "F." (San Antonio College Bulletin, Faculty Handbook - January 1995)

B. Departmental Requirement:

Homework: The instructor will assign written homework at the end of each class. If students are unable to attend a class, they still are responsible for completing the assignment and submitting it on the date that it is due.

Punctual Attendance/Participation: It is very important for students come to class on time every day, ask and answer questions, participate in all class activities and encourage everyone else to participate.

Excessive Absences: A student absent the equivalent of two weeks of instruction may be dropped from the class by the instructor with a grade of W. Also, a student may be allowed to make up the work only with the instructor's approval. Regardless of circumstances, the student will be held responsible for completion of all course requirements.

Cell Phones: Students must turn off all pagers and cell phones before entering classrooms and computer labs.

Foreign Language students are expected adhere to the individual instructors' syllabus and college regulations.

C. Instructor Requirements: See an instructor's syllabus.

VIII. College Policies:

- A. San Antonio College does not discriminate on the basis of race, religion, color, national origin, sex, age, or disability with respect to access, employment programs or services.
- B. Students are urged not to bring children to either a class or a lab. Minors under the age of twelve (12) must not be left unattended on campus. College Academic Council - April, 1998
- C. ADA Statement: "As per Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, if accommodation is needed contact the Office of DisABILITY Support Services, CAC 124C, Phone: (210) 733-2347.
- D. A Rapid Response Team exists for the purpose of responding to emergencies. If you have a disability that will require assistance in the event of a building evacuation, notify Disability Support Services, Chance Academic Center 124C, Phone: (210) 733-2347.
- E. Academic Dishonesty: Students may be subject to disciplinary proceedings resulting in an academic penalty or disciplinary penalty for academic dishonesty. Academic Dishonesty includes, but is not limited to, cheating on a test, plagiarism and collusion. For additional information refer to the "Student Code of Conduct" in the San Antonio College Bulletin.
- F. Students are required to silence all electronic devices (e.g., pagers, cellular phones, etc.) when in classrooms, laboratories and the library. College Academic Council, 01/2000.
- G. San Antonio College Attendance Policy: Regular and punctual attendance is required. A student absent for any reason is responsible for all work missed. Both tardiness and early departure from class are forms of absenteeism. The instructor establishes the policy with regard for each. Absences of each student are recorded without exception. The counting of

absences begins on the first day of class. A student absent the equivalent of two weeks of instruction in a 16-week semester may be dropped by the instructor with a grade of "W" (Withdraw). It is the student's responsibility to ensure that the withdrawals have been submitted.

- H. San Antonio College is a smoke free campus.
- I. ACCD DPS Emergency Phone Numbers:
 - ACCD DPS Emergency Phone (210) 222-0911
 - ACCD DPS General Phone (210) 208-8099
 - ACCD DPS Weather Phone (210) 208-8189 (For information on college closures)
- J. Students must also abide by the policies, procedures, and rules set forth in the "Student Code of Conduct" and all other policies set forth in the San Antonio College Bulletin. www.accd.edu/sac/sacmain/schedule/SAC_Bulletin_05-06.pdf