

**UNIVERSITY OF NORTH TEXAS AT DALLAS COURSE
SYLLABUS
Spring 2025**

**SPAN 3570 - Hybrid
Spanish in the Bilingual Classroom**

Department of	Languages, Linguistics, and Rhetoric	Division of	Liberal Arts and Sciences
Instructor Name:	Dr. Mara Vaughn		
Office Location:	FH 204 or virtually		
Office Phone:	(972) 338-1330		
Email Address:	mara.vaughn@untdallas.edu		
Office Hours:	Thursdays, 12:00-1:00pm or by appointment		
Classroom Format:	Hybrid Instruction: face-to-face and online		
Classroom Location:	FH 240		
Class Meeting Days and Times:	Face-to-face meetings: Thursdays, 1:00pm – 2:20pm		
Course Catalog Description:	Emphasizes the Spanish language skills needed in the teaching field to communicate with Spanish speaking students and their parents / guardians. Includes specialized vocabulary, scenarios, sample dialogues, and information related to a variety of school-related settings. Prerequisite(s): SPAN 2050 or SPAN 2313 or departmental consent.		
Prerequisites:	Demonstrate native or near-native language ability as defined by results of departmental proficiency exam and /or consent of department.		
Co-requisites:	N/A		
Required Texts:	<ol style="list-style-type: none"> Práctica de Los Conocimientos y Destrezas Del Lenguaje y Lectura en Español Publisher : Ellservices.org; 2nd edition (January 1, 2017). ISBN-13 : 978-0989412346 Conociendo el BTLPT y cómo prepararte para tener éxito: Estrategias y recursos (Spanish Edition) Publisher : Independently published (September 18, 2020). ISBN-13 : 979-8687574020 TEExES Bilingual Education Supplemental (164) Book + Online ISBN-13 : 978-0738612294 		
Recommended Text References:	<ol style="list-style-type: none"> 501 Spanish Verbs ISBN 9780764197970 Ortografía Básica de la Lengua Española ISBN 607071069X Diccionario Larouse del Español Moderno ISBN 0451168097 Vox Diccionario de Sinónimos y Antónimos ISBN 0844204692 		

Access to Learning Resources	UNT Dallas Library (Founders Hall) Phone: (972) 780- 1616 Web: : http://www.untDallas.edu/library Email: Library@untDallas.edu UNT Dallas Bookstore (Building 1) Phone: (972) 780-3652 Web: http://www.untDallas.edu/bookstore Email: untDallas@bkstr.com
Course Goals	This is an advanced course designed to expose terminology and theories related to translation, localization and globalization to upper-level Spanish students. The course will also introduce students to computer assisted translation and tools used in the modern industry.
Learning Objectives/Outcomes:	
1. Students will be acquire the reading, writing, speaking and oral skills to be proficient in the TEXES BTLPT Exam. 2. Students will be familiar with all competences of the Bilingual Supplemental Exam.	

Skills learned in this course:
Research Technologies
Writing in APA Style
PowerPoint Techniques
Video Presentation Techniques *
Interactive Activities Design *

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Participation (20%)

Class participation will be assessed regularly throughout the semester (unannounced) and will be based on communicative activities carried out during class time. There will be a minimum of one class participation grade per chapter, although more participation grades may also be given at the discretion of the instructor. Students who are absent on the day of a class participation grade will receive a zero for participation on that day. Exemptions from class participation grades are only given to students who provide an excuse on university letterhead or who miss a class due to active duty military obligations.

- In order for you to receive full participation points in each class, you must arrive on time and actively participate in face-to-face meetings and online discussions.
- **Face-to-face active participation** means that you are engaged during the entire class meeting time. You must also **answer questions and engage in activities or discussions**.
- **Asynchronous online** participation means that you are participating in discussion boards, engaging in conversations, chats and online activities outside of the class meeting schedule.

Quizzes and activities (40%)

Each module contains mandatory work to be completed and submitted via canvas or in-class.

Oral Presentations (10%)

Oral presentations are designed to measure ability to apply presented course material on the research topic assigned in the class.

Writing assignments (10%)

Assignments are designed to measure and reinforce the development of language proficiency.

Exams (30%)

Written and oral tests designed to measure knowledge of presented course material

Exam policy: Quizzes should be taken as scheduled. No makeup examinations will be allowed except for documented emergencies (See Student Handbook).

GRADING MATRIX

Instrument Total Points

Instrument	Percentages
Attendance and Participation	20
Quizzes and Activities	40
Oral Presentations	10
Writing assignments	10
Chapter Exams	30
Total:	100

GRADE DETERMINATION:

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 60 - 69

F = 59 or less

Online/Hybrid/Remote Instruction Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Canvas announcement. Additional readings and activities may be added. Note that a major part of the activities will be online through VHL and Canvas. Exact dates for assignments will be posted on VHL and Canvas.

Course Outline

This schedule is subject to change by the instructor. Any changes will be communicated in class.

Tentative Calendar

WEEKS	THEMES	READING/ WRITING	GRAMMAR / ORTHOGRAPHY	MAJOR ASSIGNMENTS
Semana I ENE 18	Introduction to the Course Bilingual Supplemental I	R/W 1	G/O 1	
Semana II ENE 25	Bilingual Supplemental I	R/W 2	G/O 2	PRES. 1
Semana III FEB 01	Bilingual Supplemental II	R/W 3	G/O 3	PRES. 2 WRITING I
Semana IV FEB 08	Bilingual Supplemental II	R/W 4	G/O 4	PRES. 3
Semana V FEB 15	Bilingual Supplemental III	R/W 5	G/O 5	PRES. 4
Semana VI FEB 22	Bilingual Supplemental III	R/W 6	G/O 6	PRES. 5 WRITING 2
Semana VII FEB 29	Bilingual Supplemental IV	R/W 7	G/O 7	PRES. 6
Semana VIII MAR 07	Bilingual Supplemental IV	R/W 8	G/O 8	PRES. 7
Semana MAR 14	SPRING BREAK	SPRING BREAK	SPRING BREAK	SPRING BREAK
Semana IX MAR 21	Pedagogy I	R/W 9	G/O 9	PRES. 8 EXAM I
Semana X MAR 28	Pedagogy II	R/W 10	G/O 10	PRES. 9
Semana XI APR 4	Pedagogy III	R/W 11	G/O 11	PRES. 10 WRITING III
Semana XII ABR 11	Pedagogy IV	R/W 12	G/O 12	PRES. 11
Semana XIII ABR 18	Pedagogy V	R/W 13	G/O 13	PRES. 12 WRITING IV
Semana XIV ABR 25	Pedagogy VI	R/W 14	G/O 14	PRES. 13
Semana XV MAY 02	Review	R/W 15	G/O 15	PRES. 14
Semana XVI MAY 09				EXAM II

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students:

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO 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/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of 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 see [Disability Services Office](#). You may also contact them by phone at 972-338-1777; by email at UNTDDisability@untDallas.edu or at Building PL, room 1104.

Disruptive Behavior in an Instructional Setting:

Students are expected to engage with the instructor and other students in this class in a respectful and civil manner at all times to promote a classroom environment that is conducive to teaching and learning. Students who engage in disruptive behavior will be directed to leave the classroom. A student who is directed to leave class due to disruptive behavior is not permitted to return to class until the student meets with a representative from the Dean of Students Office. It is the student's responsibility to meet with the Dean of Students before class meets again and to provide the instructor confirmation of the meeting. A student who is directed to leave class will be assigned an unexcused absent for that class period and any other classes the student misses as a result of not meeting with the Dean of Students. The student is responsible for material missed during all absences and the instructor is not responsible for providing missed material. In addition, the student will be assigned a failing grade for assignments, quizzes or examinations missed and will not be allowed to make up the work.

The Code of Student's Rights, Responsibilities, and Conduct (Policy 7.001) describes disruption as the obstructing or interfering with university functions or activity, including any behavior that interferes with students, faculty, or staff access to an appropriate educational environment. Examples of disruptive behavior that may result in a student being directed to leave the classroom include but are not limited to: failure to comply with reasonable directive of University officials, action or combination of actions that unreasonably interfere with, hinder, obstruct, or prevents the right of others to freely participate, threatening, assaulting, or causing harm to oneself or to another, uttering any words or performing any acts that cause physical injury, or threaten any individual, or interfere with any individual's rightful actions, and harassment. You are encouraged to read the Code of Student's Rights, Responsibilities, and Conduct for more information related to behaviors that could be considered disruptive.

Canvas Instructure Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. [Canvas Instructure Accessibility Statement is also provided.](#)

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Course Evaluation Policy:

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Assignment Policy: (According to the instructor's discretion while working in concert with the division/program's guidelines).

Exam Policy: (Online exams and the ability to retake is solely at the instructor's discretion). NOTE: Online exams may be proctored on campus per instructor's discretion.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to [UNT Dallas' Student Code of Academic Integrity](#) for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies

Online Attendance and Participation:

The University attendance policy is in effect for this course. Class attendance in the Canvas classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency.

Attendance for this online or hybrid course is considered when you are logged in and active in Canvas, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to [UNT Dallas' Registrar](#) for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course.

Important dates

Last day to add a course is January 19.

Withdrawal Period: Grade of "W"/retaining at least one course for the term (Jan. 26 - Mar. 31, 2022)

Inclement Weather and Online Classes: Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

Online “Netiquette”:

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper “netiquette” (i.e., no writing in all caps (usually denotes yelling), no curse words, and no “flaming” messages (angry, personal attacks)).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University’s policies and procedures. Refer to [UNT Dallas Student Code of Conduct](#). Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Technology Assistance: In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements listed on the first page of the syllabus.

If you experience difficulty accessing or using components of the course, try using Google Chrome browser. If you still experience technical difficulties, first, notify your instructor.

If the problem is still not resolved, call Student Assistance (Distance Learning) at the phone number listed on the first page of the syllabus. Also, no matter what browser you use, always enable pop-ups. For more information see:

- [UNT Dallas Canvas Technical Requirements](#)
- [Canvas Instructure Supported & Unsupported Operating Systems](#)