

CLARK UNIVERSITY



Department of Language, Literature and Culture SPAN 103: Intensive Elementary Spanish Fall 2026 and Spring 2027

Course and Instructor Information

Course Location: Wachusett Regional High School Room C108

Instructor: Kristen Cross

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Office: Classroom C108/Office E108

Office Hours: Monday-Friday 7:00am-7:30am or by appointment

Course Description

Spanish 103 is an accelerated elementary course intended for students who have had no more than two years of high-school equivalent Spanish. In this course, you will pursue communicative competency within a cultural context. The principal aims are to encourage development in listening, speaking, reading, writing, and cultural understanding, informed by the communicative approach to second language acquisition. This class emphasizes Spanish for real-world purposes using authentic materials. After the first day, your instructor will speak almost exclusively in Spanish; you should make every effort to do likewise. You will participate actively in pair and group activities and use only Spanish whenever possible. The course also requires continuous independent work outside the classroom to consolidate the knowledge and skills developed during class time.

Course Materials

- **Textbook:** Houghton Mifflin Harcourt. *¡Avancemos!* Student Edition Level 2. Houghton Mifflin Harcourt, 2017.
- **Reader:** Placido, Kristy. *Robo en la noche*. 2nd ed., Wayside Publishing, 2024.
- **Reader:** Baker, Katie A. *La llorona de Mazatlán*. Wayside Publishing, 2013.
- **Canvas:** All materials and assignments are listed here. Students will receive separate login credentials from Clark in order to access Canvas. We may utilize Google Classroom as needed until all students are able to successfully access Canvas.

Learning Outcomes

- Develop the foundation and skills needed for entrance into the next language level
- Develop the four main linguistic skills: reading, writing, speaking, and listening in Spanish
- Use elementary-level grammatical structures accurately
- Increase your Spanish vocabulary
- Ask questions and respond appropriately to questions, demonstrating initiative and independence in utilizing resources
- Speak in Spanish with greater fluency and accuracy in daily situations
- Increase your knowledge of cultures of the Spanish-speaking world
- Acquire the skills for entrance into the next level of Spanish
- Write creatively in Spanish, expanding your imagination

Respect for Diversity

All diverse backgrounds and perspectives are welcome in this class, and the diversity students bring is viewed as a strength and benefit. While we will sometimes make mistakes as we learn from each other, our conversations must always be characterized by respect.

Grading

This grade includes preparation, participation, and language use. Active class participation, both in quantity and quality, is essential to your success in this course.

Use as much Spanish as possible when communicating with the instructor and your classmates.

To participate successfully, you must come to class fully prepared. Before each class:

- Complete the assigned practice assignments.
- Read all assigned pages.

This is a very fast-paced course, and we will cover a large amount of material. It is also your responsibility to bring any questions or doubts to class or to your instructor's office hours for discussion.

The dates for assignments, assessments, readings, and homework are clearly listed on the class Canvas. Students should try to make up work within 2 school days for every day absent. For more than a week absent, make up time will be done on a case-by-case basis. Students should contact the teacher immediately to discuss missed work. All makeup/missing work is due by the end of the grading quarter unless otherwise specified.

Grading Categories and Weights

Assignment Type	Weight
Summative Assessments (Tests and Projects)	45%
Formative Assessments (Quizzes)	30%
Classwork and participation	15%
Homework	10%

Year-Long Course Grade

Category	Weight
Term/Quarter 1	20%
Term/Quarter 2	20%
Mid-Term Exam	10%
Term/Quarter 3	20%
Term/Quarter 4	20%
Final Exam	10%

Explanation of Types of Assignments

- **Summative Assessments:** At least one per quarter. This may include department standardized tests, classroom projects, and classroom summative assessments/tests. Students will be assessed on their proficiency in the following areas: listening comprehension, written composition, interpersonal and presentational speaking and reading comprehension. Concepts of grammar, vocabulary, and cultural awareness may be interwoven into the assessments. These assessments will generally be given near the end of a unit to assess students' skills and knowledge.
- **Projects:** Students will be given several projects throughout the year and will be responsible for completing them during the assigned class time and outside of class if needed. Projects are equivalent to a summative assessment grade.
- **Formative Assessments (Quizzes):** Given throughout each unit. Formative assessments may include department standardized quizzes, classroom formative assessments/quizzes and take-home quizzes. They may cover vocabulary, grammar, culture, novels, and other content discussed during class.
- **Class work:** Work done during class time, including participation and note taking. Based on participating in class discussions, answering questions, taking notes, and completing assigned class work. Students will work in the five main areas during class to practice: speaking, listening, writing, reading, and culture.

- **Homework:** Homework is an essential part of learning and practice. You are expected to complete it fully and bring it on the day it is due. Vocabulary lists will be counted as a triple homework grade. Late homework will not be accepted. In the case of an absence, regular makeup time is given to complete the missing homework. Additionally, the majority of two novels will be read outside of class – *Robo en la noche* and *La Llorona de Mazatlán*. A reading log will be due periodically and graded. For each chapter, students will have an in-class reading quiz on the day the chapter is due.

Letter Grade Scale by Percentage Range

Percentage Range	Grade
97-100	A+
93-96	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
60-62	D-
50-59	E
49 or below	F

Credit Hours

Credit Hours and Total Learning Time

Learning Activity	Hours
Classroom instruction (approximately 3.75 hours per week)	135 hours
Homework, study, and outside-of-class learning (approximately 1.25 hours per week, or 15 minutes per school day)	45 hours
Total learning time	180 hours

Absences

Language learning is cumulative and depends on collective interaction. Regular attendance is essential both to your progress and to the learning environment. Students

who accumulate more than 16 unexcused absences over the course of the year will need to speak with administration and may face possible loss of credit for the course.

Academic Integrity

All work in this course must be your own. Do not use AI or generative text editors or online translation or software services to complete any assignment, any part of an assignment, or to revise your work, unless given explicit permission from the teacher: Only dictionaries are allowed to look up unknown words and only with teacher permission. All work must be your own! Do not ask other students, relatives, friends, AI, or the Internet for help on assignments without permission from instructor. Providing assignments for others to copy/reference will also be considered cheating and subject to the same punishment. Any student suspected of cheating may receive a zero on the assignment and/or additional punishment.

Clark University Policy:

Academic integrity is highly valued at Clark. Research, scholarship and teaching are possible only in an environment characterized by honesty and mutual trust. Academic integrity requires that your work be your own. Because of the damage that violations of academic integrity due to the intellectual climate of the University, they must be treated with the utmost seriousness and appropriate sanctions must be imposed. The maintenance of high standards of academic integrity is the concern of every member of the University community.

Several ways in which academic integrity may be violated are outlined below.

Cheating has three principal forms:

- Unauthorized use of notes, text, or other aids during an examination or in performance of course assignments.
- Copying the work of another (including work generated in whole or in part by artificial intelligence.)
- Handing in the same paper for more than one course unless the faculty members involved give their explicit permission to do so.

Plagiarism refers to the presentation of someone else's work as one's own, without proper citation of references and sources, whether or not the work has been previously published. Submitting work obtained from a professional term paper writer or company is plagiarism. This also applies to work generated in whole or in part by artificial intelligence when not explicitly permitted for a specific course. Claims of ignorance about the rules of attribution, or of unintentional error are not a defense against a finding of plagiarism.

Unauthorized collaboration refers to work that students submit as their own but which was arrived at through a process of collaboration without the approval of the professor. Since standards on appropriate or inappropriate collaboration may vary widely among individual faculty, students should make certain they understand a professor's expectations before collaborating on any class work.

Alteration or fabrication of data includes the submission or changing of data obtained by someone else or not actually obtained in the performance of an experiment or study, except where allowed by the professor. It also includes the changing of data obtained in the performance of one's research.

Participating in or facilitating dishonest activities includes, but is not limited to:

- Stealing examinations
- Forging grade reports or grade change forms, or altering academic records
- Sabotaging the work of another student
- Selling, lending, or otherwise distributing materials for the purpose of cheating
- Forging or altering Graduation Clearance forms
- Forging letters of recommendation
- Forging signatures on any official university documents
- Training AI programs to generate work for other students for the purpose of cheating.

To ensure academic integrity and safeguard students' rights, all suspected violations of academic integrity are reported to the chair of the College Board. Such reports must be carefully documented, and students accused of the infraction are notified of the charge. In the case of breach of academic integrity, the student will receive a sanction, which may range from an F in the assignment or course to suspension or expulsion from the University.

Course Schedule: Subject to Change

Semester 1

Unit	Theme and Topics	Communication Focus	Grammar and Language Focus
Preliminary Unit	Mis amigos y yo — Florida	Review of Spanish 1 vocabulary and communication skills	Present tense regular and irregular verbs
Unit 1.1	¡A conocer nuevos lugares! — Costa Rica ¡Vamos de viaje!	Going on a trip	Direct object pronouns; indirect object pronouns
Unit 1.2	Cuéntame de tus vacaciones	Talking about vacations	Preterite of -AR verbs; preterite of ir, ser, hacer, ver, and dar; preterite of -CAR, -GAR, and -ZAR verbs
Summative Assessment	Taking a trip	Talking about a past vacation	Unit 1 Exam assessing proficiency skills in listening, reading,

			writing, and speaking using Unit 1 content.
Unit 2.1	¡Somos saludables! – Argentina. La Copa Mundial:	Sports and health	Preterite of -ER & -IR verbs; Demonstrative adjectives & pronouns
Unit 2.2	¿Qué vamos a hacer?:	Daily routines	Reflexive verbs; Present progressive.
Summative Assessment	Preparing for the game	Talking about daily routine and preparation for a sporting event.	Unit 2 Exam assessing proficiency skills in listening, reading, writing, and speaking using Unit 2 content.
Unit 3.1	¡Vamos de compras! – Puerto Rico. ¿Cómo me queda?	Clothes & shopping	Present tense irregular yo verbs; Pronouns after prepositions.
Unit 3.2	¿Filmamos en el mercado?	At the market	Preterite of -IR stem-changing verbs; Irregular preterite verbs.
Reader	<i>Robo en la noche</i>	Reading and listening comprehension skills	Various. Will be read throughout semester 1.
Summative Assessment	A trip in the past	Demonstrating an ability to show proficiency in listening, reading, writing, and speaking.	Midterm Exam focusing on proficiency skills in listening, reading, writing, and speaking using Units 1-3 content.

Semester 2

Unit	Theme and Topics	Communication Focus	Grammar and Language Focus
Unit 4.1	Cultura antigua, ciudad moderna — México. Una leyenda mexicana	Legends & stories	The Imperfect tense; Preterite and imperfect.
Unit 4.2	México antiguo y moderno	Talking about vacations	Past and present; Preterite of -car, -gar, -zar verbs; Irregular preterite.
Summative Assessment part 1	Legends and stories	Demonstrating comprehension of legends and stories.	Unit 4 Exam assessing proficiency skills in

			listening and reading using Unit 4 content.
Summative Assessment part 2	Legends and stories	Demonstrating comprehension of legends and stories.	Unit 4 project or assessment assessing proficiency skills in writing and speaking using Unit 4 content.
Unit 5.1	¡A comer! – España. ¡Qué rico!	Preparing & describing food	Usted/ustedes commands; Pronoun placement.
Unit 5.2	¡Buen provecho!	Ordering meals in a restaurant	Affirmative/negative words; Double object pronouns.
Summative Assessment part 1	Cooking and preparing foods	Demonstrating an ability to comprehend recipes, articles, and dialogues related to cooking and foods in Spanish.	Unit 5 Exam assessing proficiency skills in listening and reading using Unit 4 content.
Summative Assessment part 2	Cooking and preparing foods	Demonstrating an ability to prepare a presentation in Spanish with both written and oral components about preparing a food dish.	Unit 5 project or assessment assessing proficiency skills in writing and speaking using Unit 5 content.
Reader	<i>La Llorona de Mazatlán</i>	Reading and listening comprehension skills	Various. Will be read throughout semester 2.
Summative Assessment	Cooking and legends	Demonstrating an ability to show proficiency in listening, reading, writing, and speaking.	Final Exam focusing on proficiency skills in listening, reading, writing, and speaking using Units 4-5 content.