

ESPAÑOL 2

2022-2023 COURSE GUIDE

¡Hola clase! Please review it with your “gente”. This document should serve as a reference throughout the course, and it will be updated as needed. Please revisit this document when you have questions about class policies or procedures. You can reach out with any questions that are not addressed via email (see how to email in this document).

There is a mandatory form that must be signed and returned to me.

♥, Maestra

CONTACT

lorduna@cv.k12.ca.us

WEBSITE

<https://sites.google.com/cv.k12.ca.us/orduna/home>

COURSE BASICS

COURSE DESCRIPTION

Spanish II expands on what students have learned in Spanish I by developing their listening, speaking, reading, and writing skills. We will continue the study of the present tense, learning about stem-changing verbs, reflexive verbs, and irregular endings. We will also learn new tenses, such as the past (preterite), present progressive, and informal commands. Topics will include school rules, extracurricular activities, daily routines and special events, chores and home life, shopping and clothing, and tourism and travel.

COMMUNITY EXPECTATIONS

1. **Somos estudiantes serios:** We are serious students: Arrive early, stay present, maintain focus, participate in activities.
2. **Somos personas respetuosas:** preserve a positive learning environment, participate in class and respect the process of language acquisition-not everyone learns as fast as you do!
3. **Estamos en la clase de Español para aprender:** Listen attentively to your classmates, consider their ideas, always participate in the activities to support your learning and your partner's or group's learning.
4. **Cel phones/smart watches:** This is a communication class. Cel phones/smart watches are not to be used without permission. **Your ability to control your usage of cel phones/smart watches affects your grade. You will be downgraded 10% for cel phone use without permission, up to 30% reduction in grade with repeated offenses.**

ACADEMIC EXPECTATIONS	<ol style="list-style-type: none"> 1. Be prepared with materials, completed work, and questions 2. Communicate proactively: advocate for yourself 3. Exercise academic integrity: Do (only) your own work. Any students involved in copying others' work or allowing others to copy will receive no credit for that assignment or test, with no opportunity to make up the assignment. Use online resources wisely: Google Translate cannot save you when it's assessment time. It's better to use your brain, use your own Spanish and make a mistake I can help you with, than cheat and use Google Translate. There are some dead giveaways with GT also, so it reduces my trust in you. Look up words on wordreference.com, think about different ways of expressing the same idea. 4. Participate fully: Put forth your best effort, actively engage. 5. Take responsibility for your choices and their consequences

GETTING STARTED

SUPPLIES	<ul style="list-style-type: none"> • Computer with internet access • Camera and Video technology (phone, tablet or computer) • Headphones/earbuds • Quiet, consistent workspace • Una guía (composition notebook) and glue stick
ACCOUNTS	<ol style="list-style-type: none"> 1. Bookmark my school Google Site for frequent reference 2. Use your <u>school email</u> to set up an account in each of these platforms: <ul style="list-style-type: none"> • Google Classroom for turning in assignments • Edpuzzle for learning lessons at your own pace • Quizlet for practicing and learning vocabulary • Flipgrid for posting video responses en español (I will send a link soon) • Class Dojo for tracking engagement and participation points (I will soon post class codes on Google Classroom)

SEEKING SUPPORT

If you have questions or concerns that you need answered outside of class time, **follow these steps:**

1. Search for your answer in the course guide/syllabus by scanning the titles in each section

2. Ask questions specific to an assignment by using the class comment feature in Google [Classroom](#)
3. Google Chat or email one of your classmates.
4. Sign up for [Trojan Time](#) for general questions and support
5. E-mail lorduna@cv.k12.ca.us with unanswered questions.
6. Move on, do other work until your question is answered

TROJAN TIME

Tuesdays and Wednesdays 10:16-10:58






Closed Trojan Time is an opportunity for students to build community and become better citizens of both our school community and the world.

Open Trojan Time is academic time that students can use to receive extra support from teachers, makeup work, retake tests. Please sign up via the Teachmore website

STANDARDS BASED GRADING

WORLD LANGUAGE STANDARDS

Grades will be based on your mastery of the basic language skills and World Language Standards:

1. **Reading**  You will read texts in Spanish and have to respond in Spanish based on your comprehension. Participating without distraction is fundamental.
2. **Writing**  You will express yourself in written Spanish. Participating without distraction is fundamental.
3. **Speaking**  You will constantly be talking to other students in Spanish and occasionally present in front of the class. Participating without distraction is fundamental.
4. **Listening**  Listening is crucial to language acquisition, there will be lots of listening assessments
5. **Miscellaneous**
6. **La Comunidad**  Collaborative group/partner work. A student who comes prepared to class, participates with regularity, and refrains from using devices is contributing to the classroom community and culture. A distracted student who uses their telephone/smart watch is sabotaging the community, and detrimentally impacting their own engagement as well as other students'. **Cel phone/smart watch** rule violations will lower a student's grade by 10%. Your grade can be lowered up to **30%** with repeated infractions.

OVERALL GRADING	<ul style="list-style-type: none"> • Check Aeries gradebook for your overall course grade • Assessments account for 90% of overall grade-remember assessments aren't just tests. • Homework accounts for 10% of overall grade. Homework is important practice so that you do well on the assessments. • Grading is based on the 4.0 scale used to calculate GPA: <ul style="list-style-type: none"> ◦ 4 = A / 3 = B / 2 = C / 1 = D / 0 = F
RUBRIC GRADING	<p>Assessments will be scored using rubrics with a 4 point scale:</p> <ul style="list-style-type: none"> • 4 = Meets all elements (both major and minor) of the standard • 3 = Meets all major elements of the standard • 2 = Meets most major elements of the standard • 1 = Meets only some elements of the standard • 0 = No evidence of meeting standard
PRACTICE ASSIGNMENTS	<p>While practice assignments make up a small fraction of your grade, they are an important part of performing well on assessments. If you're unhappy with your score on an assessment, you can retake the assessment but you must show proof of completion of the practice assignments to take a re-assessment. You must do the reassessments or hand in late work within <u>10 days of the original assessment or work assigned.</u> Due dates are not flexible. However, if you want to reassess, after doing additional practice, you may. If two weeks' of Trojan Times have gone by without you doing additional practice, you cannot reassess.</p>

CLASS POLICIES

CLASSROOM EXPECTATIONS	<p>Before class:</p> <ul style="list-style-type: none"> • Arrive on time, put your cell phone away before you come in the class. • Check in with yourself, take a moment to settle in: Revisate • Greet your partner when you take your seat and talk with them about the question on the screen. • Have materials (binder, paper, pencil) ready • Email Maestra before class with any questions or concerns you would like her to address, include your period in the title: <ul style="list-style-type: none"> ◦ Example: Pd 5 question, Pd 6 concern, Pd 0 help <p>During class:</p> <ul style="list-style-type: none"> • Sit up, showing interest and engagement • Listen attentively • Actively participate: Ask questions using the chat feature, Answer by raising hand, Repeat Spanish words and phrases • Use Non-verbal communication: body language, gestures • Track the speaker (follow them with your eyes) • Follow all Academic and Community Expectations
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MEDIA POLICY	<p>Students may not record, screenshot, reuse or alter the image of anyone in the class without their knowledge and permission. Students should never post about our class or their classmates on social media without the consent of every person involved. Breaking these rules can result in disciplinary action through administration.</p>
EMAIL POLICY	<ul style="list-style-type: none"> • The turn-around time for emails during the week is 24 weekday hours. You should not expect an email reply over the weekend. • It is the student's responsibility to email the teacher with enough time to receive a reply before an assignment is due. • Emails should follow proper etiquette: In the subjects line, write your name and class period and course level. Include a greeting, an informative title, briefly provide relevant information, ask a specific question, make a polite request, and end cordially. Do not use texting language. Use proper spelling and capitalization.

TUTORIALS

GMAIL	<ul style="list-style-type: none"> ▶ How to change your Gmail account photo ▶ Using proper email etiquette to contact your teacher
GOOGLE CLASSROOM	<ul style="list-style-type: none"> ▶ How to navigate Google Classroom ▶ How to submit assignments (with and without attachments)
GOOGLE SLIDES	<ul style="list-style-type: none"> ▶ How to insert pictures to Google Slides ▶ How to insert videos to Google Slides (quick guide here)
CLASS DOJO	<ul style="list-style-type: none"> ▶ How to signup and use Classdojo
QUIZLET	<ul style="list-style-type: none"> ▶ Practicing with Quizlet ▶ How to get credit for Quizlet flashcards
ACCENT MARKS	<p>Read this short document to make accents and tildes on a Chromebook or Mac,</p>
SCREENSHOTS	<p>Taking a screenshot on a computer: Chromebook, Mac, Windows Taking a screenshot on a phone: iPhone, Android</p>
<p>➡ CLICK HERE FOR SO MANY MORE! ⬅</p>	