
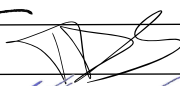

 <b>FLORIDA ATLANTIC UNIVERSITY</b>	<b>COURSE CHANGE REQUEST</b> <b>Undergraduate Programs</b>	UUPC Approval <u>11-8-21</u> UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	Department _____ College _____	
<b>Current Course Prefix and Number</b>		<b>Current Course Title</b>
<i>Syllabus must be attached for ANY changes to current course details. See <a href="#">Checklist</a>. Please consult and list departments that may be affected by the changes; attach documentation.</i>		
<b>Change title to:</b>  <b>Change prefix</b> From: _____ To: _____ <b>Change course number</b> From: _____ To: _____ <b>Change credits*</b> From: _____ To: _____ <b>Change grading</b> From: _____ To: _____ <b>Change WAC/Gordon Rule status**</b> Add _____ Remove _____ <b>Change General Education Requirements***</b> Add _____ Remove _____ <small>*Review <a href="#">Provost Memorandum</a></small> <small>**WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See <a href="#">WAC Guidelines</a>.</small> <small>***General Education criteria must be indicated in syllabus and approval attached to this form. See <a href="#">GE Guidelines</a>.</small>		<b>Change description to:</b>  <b>Change prerequisites/minimum grades to:</b>  <b>Change corequisites to:</b>  <b>Change registration controls to:</b>  Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-).
<b>Effective Term/Year for Changes:</b>		<b>Terminate course? Effective Term/Year for Termination:</b>
<b>Faculty Contact/Email/Phone</b>		
<b>Approved by</b> Department Chair <u></u> College Curriculum Chair <u></u> College Dean <u></u> UUPC Chair <u>Dan Meeroff</u> Undergraduate Studies Dean <u>Edward Pratt</u> UFS President _____ Provost _____		<b>Date</b> 10/31/2021 11.8.21 11-8-2021 11-8-21 11-8-21 _____ _____

Email this form and syllabus to [mjenning@fau.edu](mailto:mjenning@fau.edu) seven business days before the UUPC meeting.



**SPN 2161 – Spanish for Careers: Healthcare Professionals/Heritage learners- CRN 20650-001**

**Department of Languages, Linguistics and Comparative Literature  
Spring 2022  
3 credit hours**

**Instructor:** Dr. Nuria Godón

**Office Location:** CU, Room # 232L

**Office Hours:** W- 1:30-4:00pm & F- 8:20-11:50am

**Email:** [ngodon@fau.edu](mailto:ngodon@fau.edu)

## **COURSE DESCRIPTION**

Catalog Description: A variable-topic course focusing on vocabulary and grammar to complete the basic and task-based practical skills for different careers. Knowledge of basic Spanish is a prerequisite. May be repeated for maximum of 6 credits

This course is for healthcare professionals who are heritage learner students with knowledge of basic Spanish. Emphasis is placed on the vocabulary needed for the workplace, the grammar to complete the basic skills sequence, and task-based practical skills while fortifying critical awareness of Hispanic historical and cultural contexts. Fulfills foreign language requirement.

This course is an elective course for all minors if they are heritage learners. A grade of “C” or better is required for the course to count for the major or the minor.

**Course Prerequisites:** *Permission of instructor*

## **COURSE OBJECTIVES**

This course focuses on deepening speaking and oral comprehension, reading, and writing skills in order to achieve a better fluency in written communication, to enhance oral skills, and to obtain a better understanding of Hispanic cultures needed for the workplace, including traditional Hispanic healthcare beliefs that can affect compliance and treatment in their patients.

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

- 1) Navigate healthcare cases such as emergency situations, diagnostic procedures, the medical office visit, sensitive conversations and treatment options
- 2) Demonstrate critical awareness of traditional Hispanic healthcare beliefs that can affect compliance and treatment in their patients
- 3) Understand the common medical symptoms that patients present with in a healthcare setting
- 4) Analyze medical cases for the purposes of formulating questions necessary to properly diagnose a patient
- 5) Use proper written and oral expression in Spanish
- 6) Demonstrate interactions in Spanish with specific audiences
- 7) Use learned vocabulary, grammar, and understanding of the dyadic interview to conduct interviews on simulated patients

#### COURSE DELIVERY MODE

This is a fully online course accessible only through FAU's learning management system, Canvas. You must log into Canvas with your FAU ID and Password to access the materials and assignments in this course. If you do not know your FAU ID or Password, [contact OIT for help](#).

The course is organized into modules with dates provided for each module. Dates and durations for each module may vary so please pay close attention to start and due dates. The course begins with the START HERE page, which will familiarize you with the organization and navigation of the course. You will open a new learning module to access the assigned reading materials, PowerPoints, and other relevant materials for each subsequent module.

#### TIME COMMITMENT PER CREDIT HOUR

This course has 3 credit hours. For traditionally delivered courses, not less than one (1) hour of classroom or direct faculty instruction each week for fifteen (15) weeks per Fall or Spring - semester, and a minimum of two (2) hours of out-of-class student work for each credit hour.

**In a three-credit online class this translates to an average of eight (8) hours per week reading, listening, and doing homework.**

## REQUIRED TEXTS & MATERIALS

In this course, you will need the following texts and/or materials:

- Jarvis, Lebrede & Mena-Ayllón. *Basic Spanish for Medical Personnel*, 2022. ISBN: 9780357663943

Other texts and/or materials:

- Dictionaries:       Diccionario bilingüe (e.g.: Oxford, Collins)  
  
                          Diccionario monolingüe: <http://buscon.rae.es/drael/>
- MLA Style /Guidelines: <http://owl.purdue.edu/owl/resource/747/01>

## TECHNOLOGY & COMPUTER REQUIREMENTSHARDWARE & SOFTWARE REQUIREMENTS

### Hardware

- Dependable computer
- Computer speakers
- Headset with microphone
- Webcam

### Software

- [Microsoft 365 Suite](#)
- Reliable web browser (recommended [Chrome](#) or [Firefox](#))
- Canvas mobile app: Download instructions for [iOS device](#) or [Android device](#)
- [Adobe Reader](#)
- [Adobe Flash Player](#)

### Internet Connection

- Recommended: Broadband Internet connection with a speed of 4 Mbps or higher.
- To function properly, Canvas requires a high-speed Internet connection (cable modem, DSL, satellite broadband, T1, etc.). The minimum Internet connection speed to access Canvas is a consistent 1.5 Mbps (megabits per second) or higher.
- [Check your Internet speed here.](#)

## Other Technologies

In order to complete your workbook assignments, you may need to download the [CamScanner App](#) on your smartphone or have weekly access to a document scanner. Computer Requirements

## Basic Computer Specifications for Canvas

- Operating system: Windows 10 or macOS Sierra (or higher).
- [Specifications](#)

## Peripherals

- A backup option should be available to minimize the loss of work. This can be an external hard drive, a USB drive, cloud storage, or your folder on the FAU servers.

## Software

- Once logged in to Canvas make sure your Internet browser is compatible.
- Other software may be required for specific learning modules. If so, the necessary links to download and install will be provided within the applicable module.

## MINIMUM TECHNICAL SKILLS REQUIREMENTS

The general and course-specific technical skills you must have to succeed in the course include but are not limited to:

- Accessing Internet.
- Using Canvas (including taking tests, attaching documents, etc.).
- Using email with attachments.
- Creating and submitting files in commonly used word processing program formats such as Microsoft Office Tools.
- Copying and pasting functions.
- Downloading and installing software.
- Using presentation, graphics, and other programs.
- Posting and commenting in an online discussion.
- Searching the FAU library and websites.

## TECHNICAL SUPPORT

In the online environment, technical issues are always possible (e.g., lost connection, hardware or software failure). Many of these can be resolved relatively quickly, but if you wait until the last minute before due dates, the chances of these glitches affecting your success are greatly

increased. Please plan appropriately. If a problem occurs, it is essential you take immediate action to document the issue so your instructor can verify and take appropriate action to resolve the problem. Most issues in Canvas can be resolved by clicking on the “Help” tab located on the menu bar.

When a problem occurs, click “Help” to:

- Report a Problem
- Live Chat with Canvas Support
- Search Canvas Guides

### **Additional Technical Support**

1. Contact the eLearning Success Advisor for assistance: 561-297-3590
2. If you can, make a Print Screen of the monitor when the problem occurs. Save the Print Screen as a .jpg file. If you are unfamiliar with creating a Print Screen file, see [Print Screen instructions](#).
3. Complete a [Help Desk ticket](#). Make sure you complete the form entirely and give a full description of your problem so the Help Desk staff will have the pertinent information in order to assist you properly. This includes:
  - a. Select “Canvas (Student)” for the Ticket Type.
  - b. Input the Course ID.
  - c. In the Summary/Additional Details section, include your operating system, Internet browser, and Internet service provider (ISP).
  - d. Attach the Print Screen file, if available.
4. Send a message within Canvas to your instructor to notify him/her of the problem. Include all pertinent information of the incident (2b-d above).
5. If you do not have access to Canvas, send an email to your instructor with all pertinent information of the incident (2b-d above).
6. If you do not have access to a computer, call your instructor with all pertinent information of the incident. If he/she is not available, make sure you leave a detailed message.
7. If you do not hear back from the Help Desk or your instructor within a timely manner (48 hours), it is your responsibility to follow up with the appropriate person until you obtain a resolution.

## **COURSE ASSESSMENTS, ASSIGNMENTS & GRADING POLICY**

### **GRADING CRITERIA**

The overall course grade is based on the following components:

### **OVERALL GRADE DISTRIBUTION**

<b>Module</b>	<b>Weight (%)</b>
Practical cases: Scenarios	12%
Practical cases: Interviews	12%
Cultural Notes	6%
Culture -¡A charlar! /Let's talk	6%
Writing informs	18%
Vocabulary	12%
Orthography	6%
Grammar	12%
Exams	16%
Total	100%

#### **GRADE SCALE**

<b>Grade</b>	<b>Total Points</b>
A	100 – 93
A-	92 – 90
B+	89 – 87
B	86 – 83
B-	82 – 80
C+	79 – 77
C	76 – 73
C-	72 – 70
D+	69 – 67
D	66 – 63
D-	62 – 60
F	59 – 0

#### **LATE ASSIGNMENTS POLICY**

Late work will not be accepted. Students will not be penalized for absences due to participation in University-approved activities, including athletic or scholastics teams, musical and theatrical performances, and debate activities. Students will be allowed to make up missed work without any reduction in their final course grade. Reasonable accommodation must also be made for students participating in a religious observance.

## **MAKE-UP POLICY FOR TESTS**

As for the exams (Midterm and Final) there is **no make-up** possibility. Exceptions include: documented medical reason, religious accommodation, and official FAU athletic commitment, death in the family, or court appearance. If you know in advance of any such reason, please let me know. A grade of “C” or better is required for the course to count for the major or the minor.

## **INCOMPLETE GRADE POLICY**

The University policy states that a student who is passing a course, but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete (“I”). The assignment of the “I” grade is at the discretion of the instructor, but is allowed only if the student is passing the course.

## **COURSE POLICIES**

### **CODE OF ACADEMIC INTEGRITY POLICY STATEMENT**

Students at Florida Atlantic University should endeavor to maintain the highest ethical standards. Academic dishonesty is a serious breach of these ethical standards, because it interferes with the University mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive to the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see [University Regulation 4.001](#).

### **PLAGIARISM**

[Plagiarism](#) is unacceptable in the University community. Academic work must be an original work of your own thought, research, or self-expression. When students borrow ideas, wording, or organization from another source, they must acknowledge that fact in an appropriate manner. Plagiarism is the deliberate use and appropriation of another's work without identifying the source and trying to pass off such work as one's own. Any student who fails to give full credit for ideas or materials taken from another has plagiarized. This includes all discussion board posts, journal entries, wikis, and other written and oral presentation assignments. If in doubt, cite your source.



## **ONLINE ATTENDANCE POLICY**

Since the course is online, you should access the course **at least three times per week** to ensure you do not miss pertinent postings, messages, or announcements. It is imperative that you meet course deadlines and stay active in discussion boards, group projects, etc. If you are experiencing major illness, absences due to University duties, or other large-scale issues, contact the instructor immediately to formulate a resolution.

## **NETIQUETTE**

Due to the casual communication common in the online environment, students are sometimes tempted to relax their grammar, spelling, and/or professionalism. Please remember that you are adult students and professionals—your communication should be appropriate. For more in-depth information, please see the [FAU statement on netiquette](#).

## **CLASSROOM ETIQUETTE/DISRUPTIVE BEHAVIOR POLICY STATEMENT**

Disruptive behavior is defined in the FAU Student Code of Conduct as “... activities which interfere with the educational mission within classroom.” Students who disrupt the educational experiences of other students and/or the instructor’s course objectives in a face-to-face or online course are subject to disciplinary action. Such behavior impedes students’ ability to learn or an instructor’s ability to teach. Disruptive behavior may include, but is not limited to non-approved use of electronic devices (including cellular telephones); cursing or shouting at others in such a way as to be disruptive; or, other violations of an instructor’s expectations for classroom conduct.

For more information, please see the [FAU Office of Student Conduct](#)

## **COMMUNICATION POLICY**

### **EXPECTATIONS FOR STUDENTS**

#### **Announcements**

You are responsible for reading all announcements posted by the instructor. Check the course announcements each time you log in.

#### **Email/Video Conferencing**

You are responsible for reading all of your course email and responding in a timely manner.

## **Course-Related Questions**

Post course-related questions to the FAQ discussion board. This allows other participants with the same question to benefit from the responses. Also, make sure you review this forum prior to posting a question. Someone may have already asked and answered the question in previous posts.

## **INSTRUCTOR'S PLAN FOR CLASSROOM RESPONSE TIME & FEEDBACK**

### **Email/Video Conferencing Policy**

Except for weekends and holidays, the instructor will typically respond to email (Canvas inbox or FAU email) within 48 hours. You should ask course-related questions in the FAQ discussion board. If you have questions of a personal nature, you should email the instructor.

### **Assignment Feedback Policy**

The instructor will provide feedback on submitted assignments within one week of the submission date. Some assignments may require a longer review period, which the instructor will communicate to you.

### **Course-Related Questions Policy**

Except weekends and holidays, the instructor will generally answer questions within 48 hours.

### **Electronic Communication Policy**

In addition to the University's policy, please consider the following:

- Privacy, confidentiality, and security in all electronic communications.
- All electronic communication resources must be used for the course and in alignment with the University mission.
- Prohibited use of false identity, false identity pseudonyms, or anonymous (sender's name or electronic identification is hidden).
- Access without consent.
- Disruption of services including introducing computer contaminants (viruses).
- Harassment of any kind.

Please see the Office of Information Technology's policies on [Cyber Security Awareness](#).

## SUPPORT SERVICES & ONLINE RESOURCES

- [Center for eLearning and Student Success](#)
- [Counseling and Psychological Services](#)
- [FAU Libraries](#)
- [Freshmen Academic Advising Services](#)
- [Math Learning Center](#)
- [Office of Information Technology Helpdesk](#)
- [Office of International Programs and Study Abroad](#)
- [Office of Undergraduate Research and Inquiry](#)
- [Student Accessibility Services](#)
- [University Center for Excellence in Writing](#)

## COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS) CENTER

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

## FACULTY RIGHTS & RESPONSIBILITIES

Florida Atlantic University respects the rights of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions that do not impede their exercise.

**To ensure these rights, faculty members have the prerogative to:**

- Establish and implement academic standards.
- Establish and enforce reasonable behavior standards in each class.
- Recommend disciplinary action for students whose behavior may be judged as disruptive under the *Student Code of Conduct*.

### ACCESSIBILITY POLICY STATEMENT

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodations to properly execute coursework due to a disability, must register with Student Accessibility Services (SAS) located in the Boca Raton, Davie, and Jupiter campuses and follow all SAS procedures. For additional information, please consult [Student Accessibility Services](#).

### Contact

- Boca Raton: (561) 297-3880

Fax: 561-297-2184, TTY: 711

- Davie: (954) 236-1222

Fax: 954-236-1123, TTY: 711

- Jupiter: (561) 799-8721

Fax: 561-799-8721, TTY: 711

### GRADE APPEAL PROCESS

You may request a review of the final course grade when you believe that one of the following conditions apply:

- There was a computational or recording error in the grading.
- The grading process used non-academic criteria.
- There was a gross violation of the instructor's own grading system.

[Chapter 4 of the University Regulations](#) contains information on the grade appeals process.

## RELIGIOUS ACCOMMODATION POLICY STATEMENT

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs with regard to admissions, registration, class attendance, and the scheduling of examinations and work assignments. For further information, please see [Academic Policies and Regulations](#).

## UNIVERSITY APPROVED ABSENCE POLICY STATEMENT

In accordance with rules of the Florida Atlantic University, students have the right to reasonable accommodations to participate in university approved activities, including athletic or scholastics teams, musical and theatrical performances, and debate activities. It is your responsibility to notify the instructor at least one week prior to missing any course assignment.

## DROPS/WITHDRAWALS

You are responsible for completing the process of dropping or withdrawing from a course. Please click on the following link for more information on dropping and/or withdrawing from a course. Please consult the [FAU Registrar Office](#) for more information.

\* \* \*

## COURSE TOPICAL OUTLINE

**The instructor reserves the right to adjust this syllabus as necessary.**

No classes on: (01.17) M.L. King, Jr. Day & (03.05-03.11) Spring Break

<i>Module Dates</i>	<i>Module Topic</i>	<i>Assessments:</i>  <i>Deadline: Friday at 11:59pm</i>
1 01.08-01.14	<ul style="list-style-type: none"><li>● Presentaciones e introducción al curso</li><li>● Primeros auxilios</li></ul>	<ul style="list-style-type: none"><li>● Presentación, bienvenida y puntos en común o diferenciales en relación a otros 2 estudiantes</li><li>● Vocabulario</li><li>● Ortografía</li><li>● Gramática</li><li>● Caso práctico: escenarios/entrevista</li></ul>

2 01.15-01.21	<ul style="list-style-type: none"> <li>● En la sala de emergencia</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Ortografía</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> <li>● Informe escrito</li> </ul>
3 01.22-01.28	<ul style="list-style-type: none"> <li>● Un examen físico</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Notas culturales</li> <li>● A charlar</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> </ul>
4 01.29-02.04	<ul style="list-style-type: none"> <li>● En el consultorio/en el hospital</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Ortografía</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> <li>● Informe escrito</li> </ul>
5 02.05-02.11	<ul style="list-style-type: none"> <li>● Con el dietista/problemas con diabetes e hipertensión</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Notas culturales</li> <li>● A charlar</li> <li>● Gramática</li> <li>Caso práctico: escenarios/entrevista</li> </ul>
6 02.12-02.18	<ul style="list-style-type: none"> <li>● Con el ginecólogo/planificación familiar</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Ortografía</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> <li>● Informe escrito</li> </ul>
7 02.19-02.25	<ul style="list-style-type: none"> <li>● Evaluación de mitad de semestre</li> </ul>	<ul style="list-style-type: none"> <li>● Examen parcial</li> <li>● Informe escrito</li> </ul>
8 02.26-03.04	<ul style="list-style-type: none"> <li>● Nace un bebé</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Notas culturales</li> <li>● A charlar</li> </ul>

		<ul style="list-style-type: none"> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> </ul>
9 03.12-03.18	<ul style="list-style-type: none"> <li>● Con el pediatra</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Ortografía</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> <li>● Informe escrito</li> </ul>
10 03.19-03.25	<ul style="list-style-type: none"> <li>● En el consultorio del cardiólogo</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Notas culturales</li> <li>● A charlar</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> </ul>
11 03.26-04.01	<ul style="list-style-type: none"> <li>● Enfermedades venéreas y drogadicción</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Ortografía</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> <li>● Informe escrito</li> </ul>
12 04.02-04.08	<ul style="list-style-type: none"> <li>● Consejos útiles</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Notas culturales</li> <li>● A charlar</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> </ul>
13 04.09-04.15	<ul style="list-style-type: none"> <li>● Centro médico</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Ortografía</li> <li>● Gramática</li> <li>● Caso práctico: escenarios/entrevista</li> <li>● Informe escrito</li> </ul>
14 04.16-04.22	<ul style="list-style-type: none"> <li>● En el consultorio</li> </ul>	<ul style="list-style-type: none"> <li>● Vocabulario</li> <li>● Notas culturales</li> <li>● A charlar</li> <li>● Gramática</li> </ul>

		<ul style="list-style-type: none"> <li>● Caso práctico: escenarios/entrevista</li> </ul>
15 04.23-04.25	<ul style="list-style-type: none"> <li>● Reporte final</li> </ul>	<ul style="list-style-type: none"> <li>● Informe escrito</li> </ul>
16 04.28-05.04	<ul style="list-style-type: none"> <li>● Evaluación de final de semestre</li> </ul>	<ul style="list-style-type: none"> <li>● Examen final</li> </ul>