

## GRADING SCALE

$A+=100 ; A=91-99 ; A-=86-90 ; B+=81-85 ; B=76-80 ; B-=71-75 ; C+=67-70 ; C=62-66 ; C-=58-$ $61 ; D+=54-57$; $D=50 \prime 53$; $F<50 \%$. The official grading system $(A=4, B=3, C=2, D=1)$ will be applied for the calculation of final mark.

## REQUIRED TEXTS

Caycedo Garner, Rush, Domínguez. iClaro que sí! Student Text with In-text Audio CD (6 ${ }^{\text {th }}$. ed.). Boston, New York: Houghton Mifflin, 2008. ( (ISBN-13 978-0-618-87287-9)
Caycedo Garner, Rush, Domínguez. iClaro que sí! Student Activities Manual (6 ${ }^{\text {th }}$. ed.). Boston, New York: Houghton Mifflin, 2008. (ISBN-13 978-0-618-80299-9)

## RECOMMENDED TEXTS AND MATERIALS

Collins Spanish Dictionary. Spanish/English. English/Spanish.
Spinelly, Emily. English Grammar for Students of Spanish. $4^{\text {th }}$. ed. The Olivia \& Hill Press.

## COURSE NOTES

1. The information on the course outline handed with this Course Information Sheet or posted on the Webpage is not binding and can change according to the needs of the class.
2. No makeup tests will be given. Instead the percentage assigned to a specific test will be added to the next test the student has to take. (Check Trabajos requeridos/Overview for more detailed information on this.
3. To derive the utmost benefit from instruction, daily attendance is essential. Lack of attendance may adversely affect your overall performance and may have a negative impact on your final grade. Besides, failure to attend class always results in missed opportunities to hear and speak Spanish.
4. Depending on their abilities, students are expected to spend a minimum of 2 hours on outside preparation for each class period. Students will be encouraged to communicate consistently in the target language from the start of the course.

## STUDENTS WITH DISABILITIES

It is the student's responsibility to request academic accommodations. If you are a student with a documented disability who may require academic accommodation and have not registered with the Disability Resource Centre, please contact their office at 220-8237. Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. You are also required to discuss your needs with your instructor no later than fourteen (14) days after the start of this course.

## PLAGIARISM

Plagiarism is a serious offence, the penalty for which is an $F$ on the assignment and possibly also an $F$ in the course, academic probation, or requirement to withdraw. The University Calendar states that "plagiarism exists when:
a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test);
b) parts of the work are taken from another source without reference to the original author;
c) the whole work (e.g., an essay) is copied from another source, and/or
d) a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted."
Plagiarism occurs not only when direct quotations are taken from a source without specific acknowledgement but also when original ideas or data from the source are not acknowledged. A bibliography is insufficient to establish which portions of the student's work are taken from external sources; footnotes or other recognized forms of citation must be used for this purpose.

