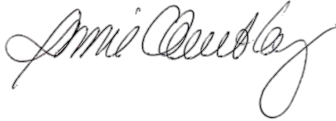# UNDERGRADUATE CURRICULUM CHANGE MEMO

Date: 01/12/2024

From: Debora Zamorano, Latin-US and Linguistics

Through: Annie Tremblay, Chair, Latin-US and Linguistics

Through: Anadeli Bencomo, Dean, College of Liberal Arts

To: Selfa A. Chew Meléndez, Chair, College of Liberal Arts Curriculum Committee

Proposal Title: **Portuguese Language Courses and Brazilian Studies Certificate**

We are in the process of standardizing the language courses we are offering, including Portuguese courses. First, the Portuguese courses that we currently offer are 4-credit-hour courses but include the same amount of class time as our 3-credit-hour language courses (two periods of 80 minutes). These courses used to include longer class periods, but that is no longer the case. Given the amount of class time and the content covered in these courses, there is no justification for the courses to be considered 4-credit-hour courses. Second, for intermediate-level Portuguese, 3-credit hour courses do exist, but these courses are labeled as intensive and are no longer offered. We propose to teach the intermediate courses we currently offer under these rubrics as regular (not intensive) 3-credit-hour courses. Third, there is no beginner Portuguese course sequence. We propose to create such a course sequence.

The changes we propose to make can be summarized as follows:
- $\emptyset \rightarrow$ PORT 1301 (3 cr.)
- $\emptyset \rightarrow$ PORT 1302 (3 cr.)
- PORT 1402 (4 cr.) $\rightarrow \emptyset$
- PORT 2301 (3 cr.) $\rightarrow$ revise name and description
- PORT 2401 (4 cr.) $\rightarrow \emptyset$
- PORT 2302 (3 cr.) $\rightarrow$ revise name and description
- PORT 2402 (4 cr.) $\rightarrow \emptyset$

These changes will allow us to standardize our offering of Portuguese courses so that they are equivalent to the other lower-level language courses we offer (French, Spanish, Italian, German). The lower number of course credits is also likely to increase enrollment.

In addition to the creation of this course sequence, changes are warranted to increase the number of students who enroll in the Brazilian Studies certificate. That number is currently very low (1-2 new students per year). We propose to count 2 of the 4 Portuguese language courses from the course sequence (i.e., two of PORT 1301, PORT 1302, PORT 2301, and PORT 2302) towards the Brazilian Studies certificate. We also propose to delete Communication courses that seem less relevant to the certificate and add new courses from Chicano Studies, Political Science, Spanish, and Women Studies that seem more relevant as elective courses.

COURSE ADD

All fields below are required

College : Liberal Arts   **Department :** Latin-US and Linguistics

Effective Term: Spring 2025

Rationale for adding the course: We are standardizing the language courses we are offering. To do so, we want to create a sequence of beginner-level Portuguese courses (similarly to our French, Spanish, Italian, and German courses). This course is the first in the sequence.

All fields below are required

Subject Prefix: PORT 1301

Title (29 characters or fewer): Portuguese One

Dept. Administrative Code : 1711

<u>CIP Code</u> **160904**

Departmental Approval Required ☐Yes ☒No

Course Level ☒UG   ☐GR   ☐DR   ☐SP

Course will be taught: ☒ Face-to-Face   ☒ Online   ☒ Hybrid

Course minimum grade: if N leave blank, if Y provide grade D

- **How many times may course be repeated to satisfy minimum grade requirement? 2**

How many times may the course be taken <u>for credit</u>? (Please indicate 1-9 times): 1

Should the course be exempt from the "Three Repeat Rule?" ☐Yes   ☒No

Grading Mode: ☒Standard   ☐Pass/Fail   ☐Audit

Description and 2-3 keywords (600 characters maximum):
(Keywords are for Facilitation of course searches and should be words not already included in course title or description)
An introductory Portuguese course with emphasis on pronunciation and the basic elements of grammar; practice in understanding, speaking, reading, and writing.

Contact Hours (per week):   3 Lecture Hours   Lab Hours   Other

Types of Instruction (Schedule Type): Select all that apply

☒ A	Lecture		☐ H	Thesis
☐ B	Laboratory		☐ I	Dissertation
☐ C	Practicum		☐ K	Lecture/Lab Combined
☐ D	Seminar		☐ O	Discussion or Review (Study Skills)
☐ E	Independent Study		☐ P	Specialized Instruction
☐ F	Private Lesson		☐ Q	Student Teaching

Fields below if applicable

If course is taught during a part of term in addition to a full 16-week term please indicate the length of the course (ex., 8 weeks):

TCCN (Use for lower division courses) :

Prerequisite(s):

Course Number/ Placement Test	Minimum Grade Required/ Test Scores	Concurrent Enrollment Permitted? (Y/N)

Corequisite Course(s):

Equivalent Course(s):

Restrictions:	
Classification	
Major	

The curriculum office recommends consulting with other programs to determine whether there is significant overlap between the proposed course and any existing courses, especially when the course is part of an interdisciplinary program. Evidence of this consultation will facilitate the work of the curriculum committees.

Portuguese One (PORT 1301)

Term:

Instructor:

E-mail: **Office Phone #:**

Office Location and Hours:

Class Location and Meeting Schedule:

About the Course:

Portuguese 1301 is a beginning Portuguese language course designed for students with no prior experience with the Portuguese language. It emphasizes listening, speaking, reading, and writing skills, all within the cultural context of modern Portuguese-speaking countries, particularly Brazil and Portugal.

To start, emphasis will be given to listening comprehension and oral skills. As the semester moves on all skills will be practiced and developed. The bulk of the material covered will be drawn from the Preliminary Chapter to Chapter 4 of *Ponto de Encontro.*

Credit Hours: 3 Credit Hours
Prerequisite Courses: None

Student Learning Outcomes:

Upon successful completion of this course students should be able to:

- Comprehend and participate in simple conversations in Portuguese with proper pronunciation and the use of vocabulary and grammar (specially use of present and past tense) on topics related to the daily life such as the classroom, weather, clothes, and time, the family, daily activities, work, etc.
- Read edited materials on familiar topics with an understanding of the main idea and some supporting details.
- Write coherent paragraphs on a familiar topic, such as those listed above, with a logical organization and sufficient accuracy in grammar and spelling to be understood by persons who are used to dealing with students of Portuguese.
- Understand significant traits (lifestyles, attitudes, customs, etc.) of the Portuguese-speaking world, and function appropriately in frequently encountered social situations.

Course Materials:

- **Ponto de Encontro: Portuguese as a World Language. 2nd edition** by Anna M. Klobucka and others ISBN: 10-0205048498

- **My Portuguese Lab** with Pearson e-text access card for Ponto de Encontro. By Anna M. Klobucka and others. ISBN: 10-0205978541

Resources:

Online Portuguese Dictionaries:

- Word Reference: http://www.wordreference.com
- Michaelis: http://michaelis.uol.com.br

Online Verb Conjugator: http://conjuga-me.net

Computer Readiness:

This Portuguese course requires you to watch and record videos, make voice recordings, and complete other assignments that require an updated computer. To avoid frustration with technological issues, please make sure you do the following before beginning this course:

- Update all your browsers (Firefox, Safari, and Chrome).
- Make sure that you have access to your UTEP email address and Blackboard so that you receive all my emails and announcements.

Communication with the Instructor:

Communication between you and your instructor is crucial. You must check your UTEP e-mail, My Portuguese Lab and the Blackboard announcements regularly. All communication from your instructor will go to your UTEP e-mail address/BB messages. I strongly recommend that you use your Blackboard account for all e-mails regarding the course. If you use another email service or non-UTEP account, there is a risk that your email will be blocked or end up in a spam filter and not be received by your instructor.

You should also save copies of any messages you send to your instructor via e-mail (or cc yourself). If your instructor does not receive your message, you must have a copy of the e-mail (with any attached file), indicating the date sent, to prove that you sent the message.

About *My Portuguese Lab*:

My Portuguese Lab is a nationally hosted online learning and assessment system for Portuguese courses. This convenient, easily navigable site offers a wide array of language-learning tools and resources, including powerful voice tools, a flexible grade book, an interactive version of the ***Ponto de Encontro*** Student Activities Manual, an interactive version of the ***Ponto***

de Encontro student text, and all materials from the **_Ponto de Encontro_** audio and video programs.

In **My Portuguese Lab,** students are recognized as individuals with individual learning needs. For example:

- **Readiness Checks**: At the beginning of each chapter, students may answer questions covering several grammar concepts necessary for understanding the grammar in that chapter. If the Readiness Check indicates they need help on a specific topic, they are referred to appropriate grammar tutorials for the instruction they need.

- **Grammar Tutorials**: Animated tutorials teach students the grammar they need in order to understand the material covered in the text. Other grammar tutorials teach or review the Portuguese grammar topics covered in the course.

- **"Need Help" Feature**: When enabled by the instructor, a "Need Help" box appears as students are doing online homework activities, providing links to grammar tutorials, e-book sections, and additional practice activities—all of which are directly relevant to the task at hand.

Oral Practice

With **My Portuguese Lab,** *students are able to increase their oral proficiency without leaving the online environment. For example:*

- **Audio Recording**: Students can record their voices in response to oral activities from the Student Activities Manual.

- **Audio Feedback**: Instructors can access any or all of the students' recorded audio directly from the course gradebook, then listen, enter a grade, make comments in writing, or record a response in return.

- **Online Oral Communication Tools**: Students can engage in online communication with their classmates, either synchronously or asynchronously through WIMBA.

Class Attendance and Participation:

To expand your proficiency in a language, you must be present in class to engage in active practice. Good attendance is a course requirement. Therefore, if you are absent an excessive number of times during the drop period—from the first day after the end of late registration through the last day for faculty to drop students—your instructor will drop you from the course. Here are the rules:

1. You will be dropped from a class after you've been absent two classes in a row or after you have accumulated a total of six hours of sporadic absences during the semester (equivalent to four absences).
2. Once the last day for faculty to drop students has passed, your instructor cannot drop you, but can and will lower your grade in the course as per the following absence-based table:

Total unexcused absences	Points by which your course grade will be lowered
4 absences	2 points
5 absences	4 points

| 6 absences | 6 points |
| 7 absences | 8 points |

3. Late arrivals and early departures also carry penalties. Two late arrivals equal one absence, two early departures equal one absence, and one late arrival plus one early departure equal one absence. If you arrive late to class, it is your responsibility to tell your instructor at the end of the class period that you arrived late but that you were indeed present, for if you do not, it is possible he or she will mark you absent.

4. Exceptions to the above-stated policies are only made under these circumstances: (1) a medical emergency requiring hospitalization, (2) jury duty or (3) official UTEP business such as athletics, debating team, or band. Documentary proof of official UTEP business or jury duty must be provided ten calendar days before the fact; documentary proof of hospitalization must be provided on the day you return to class. Babysitting, work schedule changes, personal problems, unexpected events, or workload are not exceptions for this attendance policy.

Individual Performance Components:

Here are some of the activities you must do during the semester in order to learn the language. You must do this consistently:

- Log in regularly on both platforms Blackboard and My Portuguese Lab.

- Complete the homework from the My Portuguese Lab or any other assignments given by your instructor.

- Use the Pearson textbook and the online exercises to review material covered and prepare for the next class.

- Complete all assignments, module assessments, etc. on time. Do not wait until the day before but rather start assignments with sufficient time.

- Make good use of writing assignments (in compositions and online exercises)—these are opportunities when you can challenge yourself to express complex ideas, write complex sentences, and utilize a diverse range of vocabulary.

- Have a good knowledge of the vocabulary studied in the course; review past vocabulary as much as necessary to master it.

- When in class, do your best to work effectively and productively with other students. You should make every effort to only communicate in Portuguese. Excessive use of English or Spanish in class will lower your participation grade.

- When outside of class, look for opportunities to speak, listen and write the language every day, including with family or friends. Take advantage of the Brazilian Cultural Center!

- Have confidence in your ability to use the language to express your ideas on a subject.

* Keep in mind that as your instructor, I am here to help. If you have questions or feel like you might need extra help with any material or skills, talk to me first about the best thing to do. *

About Late Work:

Due dates for every assignment are provided on the course calendar located in My Portuguese Lab. Unless otherwise stated, assignments are due on those days. Be sure to **record the dates on your own calendar and make it a top priority to adhere to them as no late work is accepted**.

Because projects are a key component which serve to demonstrate your understanding of the Portuguese language (60% of your grade) know that **without successful completion of all the assigned My Portuguese Lab activities per unit, no projects will be accepted**. Completion of assigned activities with a passing grade (of at least a 70) per unit is required before submitting a project.

Note: If you experience extenuating circumstances (e.g., you are hospitalized) that prohibit you from submitting your work on time, please let me know as soon as possible. I will evaluate these instances on a case-by-case basis.

Grading Scale and Distribution:

The following scale will be used to calculate your final grade:

A	90.0 – 100%	D	65.0 - 69.9%
B	80.0 - 89.9%	F	64.9% or less
C	70.0 - 79.9%		

Attendance and Participation……….……15%
My Portuguese Lab activities………..……25%
Projects (4)…………………………………....60%

Total……………………………..……………...100%

About Academic Honesty:

Engaging in any behavior that involves taking credit for work that is not your own will be penalized. There is zero tolerance for cheating and/or allowing others to copy your work on assessments and/or homework. Penalties for academic dishonesty range from an "F" on an assignment to dismissal from the course and/or the college.

Course Policies: Cheating, Plagiarism, Scholastic Dishonesty, and Student Discipline:

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

a. Cheating:

"Copying from the test paper of another student, engaging in written, oral, or any other means of communication with another student during a test, or giving aid to or seeking aid from another student during a test; possession and/or use during a test of materials which are not authorized by the person giving the test, such as class notes, books, or specifically designed "crib notes"; using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program; using a test that has been administered in prior classes or semesters but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission; collaborating with or seeking aid from another student for an assignment without authority; substituting for another person, or permitting another person to substitute for one's self, to take a test; and falsifying research data, laboratory reports, and/or other records or academic work offered for credit."

b. Plagiarism:

"Means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors."

c. Collusion:

"Means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty."

Students with Disabilities:

The University of Texas at El Paso (UTEP) is committed to providing for the needs of enrolled or admitted students who have disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Therefore, it is the policy of UTEP that the campus makes services available for any student who, through a recent assessment, can document a disability. If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit the office located in UTEP Union East, Room 106.

For additional information, please visit the CASS website at www.sa.utep.edu/cass.

Course Calendar:

*Please note that your instructor may make minor changes to the calendar below. Your instructor will notify you of changes, but it is your responsibility to make note of them on your own calendar so that you do not miss any assignments or projects.

WEEK	CONTENT	CLASS MEETS
Week 1	Course Welcome Introduction to course (syllabus)	01/17/2024 (W)

	Register in My Portuguese Lab	
Week 2	Lição Preliminar – greetings / expressions of courtesy	01/22/2024 (M)
	Lição Preliminar – identifying and locating people and objects	01/24/2024 (W)
Week 3	Lição Preliminar – numbers from 9 to 100 / dates	01/29/2024 (M)
	Lição Preliminar – telling time / using classroom expressions.	01/31/2024 (W)
Week 4	Lição 1 – asking and providing information	02/05/2024 (M)
	Lição 1 – expressing needs, likes, and dislikes	02/07/2024 (W)
Week 5	Lição 1 – talking about daily activities	02/12/2024 (M)
	Lição 1 – asking about and expressing location	02/14/2024 (W)
Week 6	Lição 1 – student lives / explain Project 1	02/19/2024 (M)
	Project 1	02/21/2024 (W)
Week 7	Lição 2 - MY LAB Lição 1 due – asking about and describing persons, animals, places, and things.	02/26/2024 (M)
	Lição 2 – expressing nationality and place of origin	02/28/2024 (W)
Week 8	Lição 2 – talking about ethnic and cultural diversity	03/04/2024 (M)
Week 9	Lição 2 – expressing when and where events take place	03/06/2024 (W)
	SPRING BREAK MARCH 11-15TH	N/A
Week 10	Lição 2 – expressing possession / present tense of regular verbs AR / explain Project 2	03/18/2024 (M)
	Project 2	03/20/2024 (W)

Week 11	Lição 3 – MY LAB Lição 2 due – discussing activities and making future plans	03/25/2024 (M)
	Lição 3 – ordering food in a restaurant	03/27/2024 (W)
Week 12	Lição 3 – talking about arts and entertainment	04/01/2024 (M)
	Lição 3 – expressing obligation	04/03/2024 (W)
Week 13	Lição 3 – present tense of regular verbs ER/IR / prepositions / explain Project 3	04/08/2024 (M)
	Project 3	04/10/2024 (W)
Week 14	Lição 4 – MY LAB Lição 3 due – identifying and comparing family members and structures	04/15/2024 (M)
	Lição 4 – describing routine activities	04/17/2024 (W)
Week 15	Lição 4 – expressing preferences and feelings, and how long events and states have been going on	04/22/2024 (M)
	Lição 4 – present tense of verb to go / expressing movement	04/24/2024 (W)
Week 16	Lição 4 – MY LAB Lição 4 due – numbers above 100 / explain Project 4	04/29/2024 (M)
	Project 4	05/01/2024 (W)

COURSE ADD

All fields below are required

College : Liberal Arts   **Department :** Latin-US and Linguistics

Effective Term: Spring 2025

Rationale for adding the course: We are standardizing the language courses we are offering. To do so, we want to create a sequence of beginner-level Portuguese courses (similarly to our French, Spanish, Italian, and German courses). This course is the second in the sequence.

All fields below are required

Subject Prefix: PORT 1302

Title (29 characters or fewer): Portuguese Two

Dept. Administrative Code : 1711

CIP Code **160904**

Departmental Approval Required ☐Yes   ☒No

Course Level ☒UG   ☐GR   ☐DR   ☐SP

Course will be taught: ☒ Face-to-Face   ☒ Online   ☒ Hybrid

Course minimum grade: if N leave blank, if Y provide grade D

- **How many times may course be repeated to satisfy minimum grade requirement? 2**

How many times may the course be taken <u>for credit</u>? (Please indicate 1-9 times): 1

 Should the course be exempt from the "Three Repeat Rule?" ☐Yes   ☒No

Grading Mode: ☒Standard   ☐Pass/Fail   ☐Audit

Description and 2-3 keywords (600 characters maximum):
(Keywords are for Facilitation of course searches and should be words not already included in course title or description)
A continuation of PORT 1301, with the introduction of more complex elements of grammar; additional practice in the four basic skills.

Contact Hours (per week):   3 Lecture Hours   Lab Hours   Other

Types of Instruction (Schedule Type): Select all that apply

☒ A	Lecture		☐ H	Thesis
☐ B	Laboratory		☐ I	Dissertation
☐ C	Practicum		☐ K	Lecture/Lab Combined
☐ D	Seminar		☐ O	Discussion or Review (Study Skills)
☐ E	Independent Study		☐ P	Specialized Instruction
☐ F	Private Lesson		☐ Q	Student Teaching

Fields below if applicable

If course is taught during a part of term in addition to a full 16-week term please indicate the length of the course (ex., 8 weeks):

TCCN (Use for lower division courses) :

Prerequisite(s):

Course Number/ Placement Test	Minimum Grade Required/ Test Scores	Concurrent Enrollment Permitted? (Y/N)
PORT 1301 or department approval	D	N

Corequisite Course(s):

Equivalent Course(s):

Restrictions:	
Classification	
Major	

The curriculum office recommends consulting with other programs to determine whether there is significant overlap between the proposed course and any existing courses, especially when the course is part of an interdisciplinary program. Evidence of this consultation will facilitate the work of the curriculum committees.

Portuguese Two (PORT 1302)

Term:

Instructor:

E-mail: **Office Phone #:**

Office Location and Hours:

Class Location and Meeting Schedule:

About the Course:

Portuguese 1302 is a continuation of Portuguese 1301 with the introduction of more complex elements of grammar; additional practice in the four basic skills: listening, speaking, reading, and writing, all within the cultural context of modern Portuguese-speaking countries, particularly Brazil and Portugal. The bulk of the material covered will be drawn from Chapter 5 to Chapter 10 of *Ponto de Encontro.*

You may be admitted to Portuguese 1302 only if you have taken Portuguese 1301 at UTEP or the equivalent at other higher education institution.

Credit Hours: 3 Credit Hours
Prerequisite Courses: PORT 1301

Student Learning Outcomes:

Upon successful completion of this course students should be able to:
- Comprehend and participate in simple conversations in Portuguese with proper pronunciation and the use of vocabulary and grammar (specially use of present, past indicative and present subjunctive) on topics related to the daily life and current affairs.
- Read articles on cultural topics with an understanding of the main ideas and most of the supporting details.
- Write a coherent composition of several paragraphs on a familiar topic, such as those mentioned above, with a logical organization and sufficient accuracy in grammar, vocabulary and spelling to be understood by the native speaker of Portuguese.
- Understand significant cultural traits (lifestyles, attitudes, customs, etc.) of the Portuguese- speaking world, and function appropriately in frequently encountered social situations.

Course Materials:

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Resources:

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Oral Practice

With **My Portuguese Lab,** *students are able to increase their oral proficiency without leaving the online environment. For example:*

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- **Online Oral Communication Tools**: Students can engage in online communication with their classmates, either synchronously or asynchronously through WIMBA.

Class Attendance and Participation:

To expand your proficiency in a language, you must be present in class to engage in active practice. Good attendance is a course requirement. Therefore, if you are absent an excessive number of times during the drop period—from the first day after the end of late registration through the last day for faculty to drop students—your instructor will drop you from the course. Here are the rules:

1. You will be dropped from a class after you've been absent two classes in a row or after you have accumulated a total of six hours of sporadic absences during the semester (equivalent to four absences).
2. Once the last day for faculty to drop students has passed, your instructor cannot drop you, but can and will lower your grade in the course as per the following absence-based table:

Total unexcused absences	Points by which your course grade will be lowered
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5 absences	4 points
6 absences	6 points
7 absences	8 points

3. Late arrivals and early departures also carry penalties. Two late arrivals equal one absence, two early departures equal one absence, and one late arrival plus one early departure equal one absence. If you arrive late to class, it is your responsibility to tell your instructor at the end of the class period that you arrived late but that you were indeed present, for if you do not, it is possible he or she will mark you absent.
4. Exceptions to the above-stated policies are only made under these circumstances: (1) a medical emergency requiring hospitalization, (2) jury duty or (3) official UTEP business such as athletics, debating team, or band. Documentary proof of official UTEP business or jury duty must be provided ten calendar days before the fact; documentary proof of hospitalization must be provided on the day you return to class. Babysitting, work schedule changes, personal problems, unexpected events, or workload are not exceptions for this attendance policy.

Individual Performance Components:

Here are some of the activities you must do during the semester in order to learn the language. You must do this consistently:

- Log in regularly on both platforms <u>Blackboard</u> and <u>My Portuguese Lab.</u>
- Complete the homework from the My Portuguese Lab or any other assignments given by your instructor.
- Use the Pearson textbook and the online exercises to review material covered and prepare for the next class.
- Complete all assignments, module assessments, etc. on time. Do not wait until the day before but rather start assignments with sufficient time.
- Make good use of writing assignments (in compositions and online exercises)—these are opportunities when you can challenge yourself to express complex ideas, write complex sentences, and utilize a diverse range of vocabulary.
- Have a good knowledge of the vocabulary studied in the course; review past vocabulary as much as necessary to master it.
- When in class, do your best to work effectively and productively with other students. You should make every effort to only communicate in Portuguese. Excessive use of English or Spanish in class will lower your participation grade.
- When outside of class, look for opportunities to speak, listen and write the language every day, including with family or friends. Take advantage of the Brazilian Cultural Center!
- Have confidence in your ability to use the language to express your ideas on a subject.

* Keep in mind that as your instructor, I am here to help. If you have questions or feel like you might need extra help with any material or skills, talk to me first about the best thing to do. *

About Late Work:

Due dates for every assignment are provided on the course calendar located in My Portuguese Lab. Unless otherwise stated, assignments are due on those days. Be sure to **record the dates on your own calendar and make it a top priority to adhere to them as no late work is accepted**.

Because projects are a key component which serve to demonstrate your understanding of the Portuguese language (60% of your grade) know that **without successful completion of all the assigned My Portuguese Lab activities per unit, no projects will be accepted**. Completion of assigned activities with a passing grade (of at least a 70) per unit is required before submitting a project.

Note: If you experience extenuating circumstances (e.g., you are hospitalized) that prohibit you from submitting your work on time, please let me know as soon as possible. I will evaluate these instances on a case-by-case basis.

Grading Scale and Distribution:

The following scale will be used to calculate your final grade:

A	90.0 – 100%	D	65.0 - 69.9%
B	80.0 - 89.9%	F	64.9% or less
C	70.0 - 79.9%		

Attendance and Participation……………..15%
My Portuguese Lab activities………………25%
Projects (4)…………………………..……..60%

Total…………………………..………………100%

About Academic Honesty:

Engaging in any behavior that involves taking credit for work that is not your own will be penalized. There is zero tolerance for cheating and/or allowing others to copy your work on assessments and/or homework. Penalties for academic dishonesty range from an "F" on an assignment to dismissal from the course and/or the college.

Course Policies: Cheating, Plagiarism, Scholastic Dishonesty, and Student Discipline:

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

    a.   Cheating:

"Copying from the test paper of another student, engaging in written, oral, or any other means of communication with another student during a test, or giving aid to or seeking aid from another student during a test; possession and/or use during a test of materials which are not authorized

by the person giving the test, such as class notes, books, or specifically designed "crib notes"; using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program; using a test that has been administered in prior classes or semesters but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission; collaborating with or seeking aid from another student for an assignment without authority; substituting for another person, or permitting another person to substitute for one's self, to take a test; and falsifying research data, laboratory reports, and/or other records or academic work offered for credit."

b.   Plagiarism:

"Means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors."

c.   Collusion:

"Means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty."

Students with Disabilities:

The University of Texas at El Paso (UTEP) is committed to providing for the needs of enrolled or admitted students who have disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Therefore, it is the policy of UTEP that the campus makes services available for any student who, through a recent assessment, can document a disability. If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit the office located in UTEP Union East, Room 106.

For additional information, please visit the CASS website at www.sa.utep.edu/cass.

Course Calendar:

*Please note that your instructor may make minor changes to the calendar below. Your instructor will notify you of changes, but it is your responsibility to make note of them on your own calendar so that you do not miss any assignments or projects.

WEEK	CONTENT	CLASS MEETS
Week 1	Course Welcome Introduction to course (syllabus) Register in My Portuguese Lab	01/16/2024 (T)
	Lição 05 – discussing housing, household items, and domestic chores	01/18/2024 (R)

Week 2	Lição 05 – asking about and discussing schedules	01/23/2024 (T)
	Expressing ongoing actions / describing physical and emotional states and familiarity / describing skills / explain Project 1	01/25/2024 (R)
Week 3	Lição 5 - describing skills / explain Project 1	01/30/2024 (T)
	Project 1 Lição 6 – talking about clothing and shopping; discussing consumer goods and markets	02/01/2024 (R)
Week 4	Lição 06 – talking about past events / MYLAB L5 due	02/06/2024 (T)
	Lição 06 – direct object nouns and pronouns / regular preterits	02/08/2024 (R)
Week 5	Lição 06 – expressing affirmation and negation	02/13/2024 (T)
	Lição 06 - expressing opinions / explain Project 2	02/15/2024 (R)
Week 6	**Project 2**	02/20/2024 (T)
	Lição 07 – describing physical and leisure activities / asking and answering questions about the weather conditions / MYLAB L6 due	02/22/2024 (R)
Week 7	Lição 7 – discussing sports and sporting events / talking about ongoing past events and states	02/27/2024 (T)
	Lição 7 - expressing how long ago events and states occurred	02/29/2024 (R)
Week 8	Lição 7 – indirect object nouns and pronouns / irregular preterits / imperfect / explain Project 3	03/05/2024 (T)
	Project 3	03/07/2024 (R)
Week 9	**SPRING BREAK MARCH 11TH-15TH**	N/A
Week 10	Lição 8 – talking about holiday activities and religion / MYLAB L 7 due	03/19/2024 (T)

	Lição 8 – extending, accepting, and declining invitations / expressing intent / making comparisons	03/21/2024 (R)
Week 11	Lição 08 – discussing interpersonal relationships	03/26/2024 (T)
	Lição 08 – traditions, parties and celebrations / discussing job skills and abilities	03/28/2024 (R)
Week 12	Lição 9 – discussing job skills and abilities asking about professional qualifications and requirements / MYLAB L8 due	04/02/2024 (T)
	Lição 09 – discussing national, regional, and global economies	04/04/2024 (R)
Week 13	Lição 9 – giving orders and instructions	04/09/2024 (T)
	Lição 10 – discussing food, shopping, and planning menus / MYLAB L9 due	04/11/2024 (R)
Week 14	Lição 10 – discussing and comparing culinary traditions	04/16/2024 (T)
	Lição 10 – expressing wishes and hopes / subjunctive	04/18/2024 (R)
Week 15	Lição 10 – expressing opinions and doubts	04/23/2024 (T)
	Lição 10 – giving informal orders and instructions / MYLAB L10 due	04/25/2024 (R)
Week 16	Explain Project 4	04/30/2024 (T)
	Project 4	05/02/2024 (R)

COURSE CHANGE FORM
COPY OF CATALOG PAGE NOT REQUIRED

All fields below are required

College: Liberal Arts   Department: Latin-US and Linguistics   Effective Term: Spring 2025
Rationale for changing the course: We propose revising the name and description of this course so that it corresponds more closely to the Portuguese courses we currently teach and so that it better aligns with the other language courses we offer.

All fields below are required

PORT 2301   Accelerated Portuguese One

Subject Prefix and number   Course Title

(Course descriptions are limited to 600 characters)
(Course titles are limited to 29 characters)

Change	From	To
Title	Accelerated Portuguese One	Portuguese Three
Description	An introductory accelerated course in pronunciation and grammar of Brazilian Portuguese; practice in speaking, understanding, reading, and writing.	A course emphasizing development of conversational and reading skills in Portuguese. Review and continuation of grammar study begun in PORT 1301 and PORT 1302. Readings from Brazilian and Portuguese writers.
Prerequisite		PORT 1302 w/D or better, or department approval. Course fee required.

These changes will be reflected in Banner, Goldmine, and the catalog.

Portuguese Three (PORT 2301)

Term:

Instructor:

E-mail: **Office Phone #:**

Office Location and Hours:

Class Location and Meeting Schedule:

About the Course:

Portuguese 2301 is a continuation of Portuguese 1302 with the introduction of more complex elements of grammar; additional practice in the four basic skills: listening, speaking, reading, and writing, all within the cultural context of modern Portuguese-speaking countries, particularly Brazil and Portugal. The bulk of the material covered will be drawn from Chapter 11 to Chapter 15 of *Ponto de Encontro.*

You may be admitted to Portuguese 2301 only if you have taken Portuguese 1302 at UTEP or the equivalent at other higher education institution.

Credit Hours: 3 Credit Hours
Prerequisite Courses: PORT 1302

Student Learning Outcomes:

Upon successful completion of this course students should be able to:

- Comprehend and participate in simple conversations in Portuguese with proper pronunciation and the use of vocabulary and grammar (including all indicative and subjunctive tenses, as well as the personal infinitive) on topics related to the daily life, current affairs, and Brazilian Culture.
- Read articles on cultural topics with an understanding of the main ideas and most of the supporting details.
- Write a coherent composition of several pages on the topics mentioned above, with a logical organization and sufficient accuracy in grammar, vocabulary and spelling to be understood by the native speaker of Portuguese.
- Understand significant cultural traits (lifestyles, attitudes, customs, etc.) of the Portuguese- speaking world, and function appropriately in frequently encountered social situations.

Course Materials:

- **Ponto de Encontro: Portuguese as a World Language. 2nd edition** by Anna M. Klobucka and others ISBN: 10-0205048498

- **My Portuguese Lab** with Pearson e-text access card for Ponto de Encontro. By Anna M. Klobucka and others. ISBN: 10-0205978541

Resources:

Online Portuguese Dictionaries:
- Word Reference: http://www.wordreference.com
- Michaelis: http://michaelis.uol.com.br

Online Verb Conjugator: http://conjuga-me.net

Computer Readiness:

This Portuguese course requires you to watch and record videos, make voice recordings, and complete other assignments that require an updated computer. To avoid frustration with technological issues, please make sure you do the following before beginning this course:

- Update all your browsers (Firefox, Safari, and Chrome).

- Make sure that you have access to your UTEP email address and Blackboard so that you receive all my emails and announcements.

Communication with the Instructor:

Communication between you and your instructor is crucial. You must check your UTEP e-mail, My Portuguese Lab and the Blackboard announcements regularly. All communication from your instructor will go to your UTEP e-mail address/BB messages. I strongly recommend that you use your Blackboard account for all e-mails regarding the course. If you use another email service or non-UTEP account, there is a risk that your email will be blocked or end up in a spam filter and not be received by your instructor.

You should also save copies of any messages you send to your instructor via e-mail (or cc yourself). If your instructor does not receive your message, you must have a copy of the e-mail (with any attached file), indicating the date sent, to prove that you sent the message.

About *My Portuguese Lab*:

My Portuguese Lab is a nationally hosted online learning and assessment system for Portuguese courses. This convenient, easily navigable site offers a wide array of language-learning tools and resources, including powerful voice tools, a flexible grade book, an interactive version of the ***Ponto de Encontro*** Student Activities Manual, an interactive version of the ***Ponto de Encontro*** student text, and all materials from the ***Ponto de Encontro*** audio and video programs.

In **My Portuguese Lab,** students are recognized as individuals with individual learning needs. For example:

- **Readiness Checks**: At the beginning of each chapter, students may answer questions covering several grammar concepts necessary for understanding the grammar in that chapter. If the Readiness Check indicates they need help on a specific topic, they are referred to appropriate grammar tutorials for the instruction they need.

- **Grammar Tutorials**: Animated tutorials teach students the grammar they need in order to understand the material covered in the text. Other grammar tutorials teach or review the Portuguese grammar topics covered in the course.

- **"Need Help" Feature**: When enabled by the instructor, a "Need Help" box appears as students are doing online homework activities, providing links to grammar tutorials, e-book sections, and additional practice activities—all of which are directly relevant to the task at hand.

Oral Practice

With **My Portuguese Lab,** *students are able to increase their oral proficiency without leaving the online environment. For example:*

- **Audio Recording**: Students can record their voices in response to oral activities from the Student Activities Manual.

- **Audio Feedback**: Instructors can access any or all of the students' recorded audio directly from the course gradebook, then listen, enter a grade, make comments in writing, or record a response in return.

- **Online Oral Communication Tools**: Students can engage in online communication with their classmates, either synchronously or asynchronously through WIMBA.

Class Attendance and Participation:

To expand your proficiency in a language, you must be present in class to engage in active practice. Good attendance is a course requirement. Therefore, if you are absent an excessive number of times during the drop period—from the first day after the end of late registration through the last day for faculty to drop students—your instructor will drop you from the course. Here are the rules:

1. You will be dropped from a class after you've been absent two classes in a row or after you have accumulated a total of six hours of sporadic absences during the semester (equivalent to four absences).
2. Once the last day for faculty to drop students has passed, your instructor cannot drop you, but can and will lower your grade in the course as per the following absence-based table:

Total unexcused absences	Points by which your course grade will be lowered
4 absences	2 points

5 absences	4 points
6 absences	6 points
7 absences	8 points

3. Late arrivals and early departures also carry penalties. Two late arrivals equal one absence, two early departures equal one absence, and one late arrival plus one early departure equal one absence. If you arrive late to class, it is your responsibility to tell your instructor at the end of the class period that you arrived late but that you were indeed present, for if you do not, it is possible he or she will mark you absent.

4. Exceptions to the above-stated policies are only made under these circumstances: (1) a medical emergency requiring hospitalization, (2) jury duty or (3) official UTEP business such as athletics, debating team, or band. Documentary proof of official UTEP business or jury duty must be provided ten calendar days before the fact; documentary proof of hospitalization must be provided on the day you return to class. Babysitting, work schedule changes, personal problems, unexpected events, or workload are not exceptions for this attendance policy.

Individual Performance Components:

Here are some of the activities you must do during the semester in order to learn the language. You must do this consistently:

- Log in regularly on both platforms <u>Blackboard</u> and <u>My Portuguese Lab.</u>

- Complete the homework from the My Portuguese Lab or any other assignments given by your instructor.

- Use the Pearson textbook and the online exercises to review material covered and prepare for the next class.

- Complete all assignments, module assessments, etc. on time. Do not wait until the day before but rather start assignments with sufficient time.

- Make good use of writing assignments (in compositions and online exercises)—these are opportunities when you can challenge yourself to express complex ideas, write complex sentences, and utilize a diverse range of vocabulary.

- Have a good knowledge of the vocabulary studied in the course; review past vocabulary as much as necessary to master it.

- When in class, do your best to work effectively and productively with other students. You should make every effort to only communicate in Portuguese. Excessive use of English or Spanish in class will lower your participation grade.

- When outside of class, look for opportunities to speak, listen and write the language every day, including with family or friends. Take advantage of the Brazilian Cultural Center!

- Have confidence in your ability to use the language to express your ideas on a subject.

* Keep in mind that as your instructor, I am here to help. If you have questions or feel like you might need extra help with any material or skills, talk to me first about the best thing to do. *

About Late Work:

Due dates for every assignment are provided on the course calendar located in My Portuguese Lab. Unless otherwise stated, assignments are due on those days. Be sure to **record the dates on your own calendar and make it a top priority to adhere to them as no late work is accepted**.

Because projects are a key component which serve to demonstrate your understanding of the Portuguese language (60% of your grade) know that **without successful completion of all the assigned My Portuguese Lab activities per unit, no projects will be accepted**. Completion of assigned activities with a passing grade (of at least a 70) per unit is required before submitting a project.

Note: If you experience extenuating circumstances (e.g., you are hospitalized) that prohibit you from submitting your work on time, please let me know as soon as possible. I will evaluate these instances on a case-by-case basis.

Grading Scale and Distribution:

The following scale will be used to calculate your final grade:

A	90.0 – 100%		D	65.0 - 69.9%
B	80.0 - 89.9%		F	64.9% or less
C	70.0 - 79.9%			

Attendance and Participation……………..15%
My Portuguese Lab activities………………25%
Projects (4)…………………………..……..60%

Total…………………………..………………100%

About Academic Honesty:

Engaging in any behavior that involves taking credit for work that is not your own will be penalized. There is zero tolerance for cheating and/or allowing others to copy your work on assessments and/or homework. Penalties for academic dishonesty range from an "F" on an assignment to dismissal from the course and/or the college.

Course Policies: Cheating, Plagiarism, Scholastic Dishonesty, and Student Discipline:

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

   a.   **Cheating:**

"Copying from the test paper of another student, engaging in written, oral, or any other means of communication with another student during a test, or giving aid to or seeking aid from another

student during a test; possession and/or use during a test of materials which are not authorized by the person giving the test, such as class notes, books, or specifically designed "crib notes"; using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program; using a test that has been administered in prior classes or semesters but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission; collaborating with or seeking aid from another student for an assignment without authority; substituting for another person, or permitting another person to substitute for one's self, to take a test; and falsifying research data, laboratory reports, and/or other records or academic work offered for credit."

b. Plagiarism:

"Means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors."

c. Collusion:

"Means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty."

Students with Disabilities:

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For additional information, please visit the CASS website at www.sa.utep.edu/cass.

Course Calendar:

*Please note that your instructor may make minor changes to the calendar below. Your instructor will notify you of changes, but it is your responsibility to make note of them on your own calendar so that you do not miss any assignments or projects.

WEEK	CONTENT	CLASS MEETS
Week 1	Course Welcome Introduction to course (syllabus) Register in My Portuguese Lab	01/16/2024 (T)

	Lição 11 – describing the body, health, and medical treatments / discussing and comparing health care systems	01/18/2024 (R)
Week 2	Lição 11 – expressing emotions, opinions, and attitudes	01/23/2024 (T)
	Lição 11 – expressing collective suggestions and requests	01/25/2024 (R)
Week 3	Lição 11 – stating goals and purposes / explain Project 1	01/30/2024 (T)
	Project 1	02/01/2024 (R)
Week 4	Lição 12 – making travel arrangements and discussing itineraries / MY LAB L11 due	02/06/2024 (T)
	Lição 12 – asking for and giving directions	02/08/2024 (R)
Week 5	Lição 12 – expressing denial and uncertainty	02/13/2024 (T)
	Lição 12 – talking about past expectations, wishes, and demands	02/15/2024 (R)
Week 6	Lição 12 – discussing emigration and immigration / explain Project 2	02/20/2024 (T)
	Project 2	02/22/2024 (R)
Week 7	Lição 13 – describing states and conditions / MYLAB L12 due	02/27/2024 (T)
	Lição 13 – giving opinions	02/29/2024 (R)
Week 8	Lição 13 – talking about the future	03/05/2024 (T)
	Lição 13 – expressing hypothetical conditions	03/07/2024 (R)
Week 9	**SPRING BREAK MARCH 11TH-15TH**	N/A
Week 10	Lição 13 – discussing environmental issues / explain Project 3	03/19/2024 (T)
	Project 3	03/21/2024 (R)

Week 11	Lição 14 – describing and discussing social conditions and political systems / MYLAB L13 due	03/26/2024 (T)
	Lição 14- expressing political opinions	03/28/2024 (R)
Week 12	Lição 14 – describing ongoing states and activities	04/02/2024 (T)
	Lição 14 – talking about the past from a past perspective	04/04/2024 (R)
Week 13	Lição 14 – talking about results of actions / the past participle	04/09/2024 (T)
	Lição 15 – talking about advances in science and technology / MYLAB L 14 due	04/11/2024 (R)
Week 14	Lição 15 – giving opinions and making suggestions	04/16/2024 (T)
	Lição 15 – hypothesizing about the present and the future	04/18/2024 (R)
Week 15	Lição 15 – expressing contrary-to-fact conditions in the present	04/23/2024 (T)
	Lição 15 – expressing subjetive perceptions and attitudes / diminutives and augmentatives	04/25/2024 (R)
Week 16	Explain Project 4 / MYLAB L15 due	04/30/2024 (T)
	Project 4	05/02/2024 (R)

COURSE CHANGE FORM
COPY OF CATALOG PAGE NOT REQUIRED

All fields below are required

College: Liberal Arts   Department: Latin-US and Linguistics   Effective Term: Spring 2025

Rationale for changing the course: We propose revising the name and description of this course so that it corresponds more closely to the Portuguese courses we currently teach and so that it better aligns with the other language courses we offer.

All fields below are required

PORT 2302   Accelerated Portuguese Two

Subject Prefix and number   Course Title

(Course descriptions are limited to 600 characters)
(Course titles are limited to 29 characters)

Change	From	To
Title	Accelerated Portuguese Two	Portuguese Four
Description	A continuation of Portuguese 2301 with the introduction of more complex elements of grammar and additional practice in the four basic skills. Reading from modern Brazilian and Portuguese writers.	A continuation of PORT 2301, with some grammar review and more extensive readings from Brazilian and Portuguese writers.
Prerequisite		PORT 2301 w/D or better, or department approval. Course fee required.

These changes will be reflected in Banner, Goldmine, and the catalog

Portuguese Four (PORT 2304)

Term:

Instructor:

E-mail: **Office Phone #:**

Office Location and Hours:

Class Location and Meeting Schedule:

About the Course:

Portuguese 2302 is an intensive course especially designed for second-year students or students who previously took Portuguese 2301. Throughout this course, students will learn to target with increasing accuracy the social and cultural rules of communication in the language. At the end of the semester, students will be able to: discuss and support their opinions, discuss academic and professional topics, address other speakers according to their age, social rules, and position, continue to develop a more culturally frame reference of Brazil and the other Portuguese speaking countries, recognize different regional varieties and social registers of Portuguese, analyze and synthesize the main ideas of a text, and prepare oral and written presentations using authentic materials.

You may be admitted to Portuguese 2302 only if you have taken Portuguese 2301 at UTEP or the equivalent at other higher education institution.

Credit Hours: 3 Credit Hours
Prerequisite Courses: PORT 2301

Student Learning Outcomes:

Upon successful completion of this course students should be able to:
- Comprehend and participate in simple conversations in Portuguese with proper pronunciation and the use of vocabulary and grammar (including all indicative and subjunctive tenses, as well as the personal infinitive) on topics related to daily life, current affairs, and Brazilian Culture.
- Read articles on cultural topics with an understanding of the main ideas and most of the supporting details.
- Write a coherent composition of several pages on the topics mentioned above, with a logical organization and sufficient accuracy in grammar, vocabulary and spelling to be understood by the native speaker of Portuguese.
- Understand significant cultural traits (lifestyles, attitudes, customs, etc.) of the Portuguese-speaking world, and function appropriately in frequently encountered social situations.

Course Materials:

Textbook: Sobral, P. I. & C. Jouët-Pastré. ***Mapeando a língua portuguesa: através das artes.*** Corrected edition. Indianapolis, IN: Hackett Publishing Company, 2015.

Student Workbook: Sobral, P. I. and C. Jouët-Pastré. ***Caderno de produção: Mapeando a língua portuguesa: através das artes.*** Corrected edition. Indianapolis, IN: Hackett Publishing Company, 2014.

Resources:

Oxford Portuguese Dictionary. Oxford University Press.
Davies, Mark & Ana Preto-Bay. *A Frequency Dictionary of Portuguese*.
R. Prista, Alexander da. *Essential Portuguese Grammar*.

Computer Readiness:

This Portuguese course requires you to watch and record videos, make voice recordings, and complete other assignments that require an updated computer. To avoid frustration with technological issues, please make sure you do the following before beginning this course:

- Update all your browsers (Firefox, Safari, and Chrome).

- Make sure that you have access to your UTEP email address and Blackboard so that you receive all my emails and announcements.

Communication with the Instructor:

Communication between you and your instructor is crucial. You must check your UTEP email, My Portuguese Lab and the Blackboard announcements regularly. All communication from your instructor will go to your UTEP e-mail address/BB messages. I strongly recommend that you use your Blackboard account for all emails regarding the course. If you use another email service or non-UTEP account, there is a risk that your email will be blocked or end up in a spam filter and not be received by your instructor.

You should also save copies of any messages you send to your instructor via email (or cc yourself). If your instructor does not receive your message, you must have a copy of the e-mail (with any attached file), indicating the date sent, to prove that you sent the message.

Class Attendance:

To expand your proficiency in a language, you must be present in class to engage in active practice. Good attendance is a course requirement. Therefore, if you are absent an excessive number of times during the drop period—from the first day after the end of late registration through the last day for faculty to drop students—your instructor will drop you from the course. Here are the rules:

1. You will be dropped from a class after you've been absent two classes in a row or after you have accumulated a total of six hours of sporadic absences during the semester (equivalent to four absences).

2. Once the last day for faculty to drop students has passed, your instructor cannot drop you, but can and will lower your grade in the course as per the following absence-based table:

Total unexcused absences	Points by which your course grade will be lowered
4 absences	2 points
5 absences	4 points
6 absences	6 points
7 absences	8 points

3. Late arrivals and early departures also carry penalties. Two late arrivals equal one absence, two early departures equal one absence, and one late arrival plus one early departure equal one absence. If you arrive late to class, it is your responsibility to tell your instructor at the end of the class period that you arrived late but that you were indeed present, for if you do not, it is possible he or she will mark you absent.
4. Exceptions to the above-stated policies are only made under these circumstances: (1) a medical emergency requiring hospitalization, (2) jury duty or (3) official UTEP business such as athletics, debating team, or band. Documentary proof of official UTEP business or jury duty must be provided ten calendar days before the fact; documentary proof of hospitalization must be provided on the day you return to class. Babysitting, work schedule changes, personal problems, unexpected events, or workload are not exceptions for this attendance policy.

Individual Performance Components:

Here are some of the activities you must do during the semester in order to learn the language. You must do this consistently:

1. Participation: Participation in class is crucial for individual learning and for the success of the class as a whole. In order to encourage your active participation in class, I will assign you a participation grade out of <u>10 possible points</u> using the following criteria:

    i. You communicate in Portuguese whenever possible with your professor and classmates from the moment you walk in until you leave class.
    ii. You are ready to begin class on time.
    iii. You are well prepared for class by demonstrating that you have put in some hours outside of class.
    iv. You always submit complete homework assignments.
    v. You participate actively in all class activities, especially group or pair work.

2. Weekly Homework: A set of weekly assignments in *Caderno de Produção* is due (almost) every Monday.

3. Compositions: Total of **two**. Each of those will be a one-page essay. More information about dates and topics will be provided during the semester. You are

expected to submit your assignments on time. As a general rule, no late work will be accepted.

4. **Quizzes and exams:** No make-up quizzes or exams will be given. Permission to make up a quiz or exam will only be granted in cases of illness or family emergencies. In case of illness, a doctor's note is required. Students who must be away from the university due to performance, athletic, or religious responsibilities on the date of a quiz or exam must arrange to take the quiz/exam **in advance**.

5. **Oral Exam:** There will be **one** oral exam during the semester at the end of the first half. On that occasion, you will be interviewed individually (during professor's office hours) and asked simple questions we will have covered in class together.

6. **Final Project:** The final project for this class is a 15-minute **oral presentation**. It will give you an opportunity to express your own ideas, explore using the language, and put together all the different skills that you have acquired in the course. More information about dates and topics for the presentation will be provided during the semester.

* Keep in mind that as your instructor, I am here to help. If you have questions or feel like you might need extra help with any material or skills, talk to me first about the best thing to do. *

About Late Work:

Due dates for every assignment are provided on the course calendar. Unless otherwise stated, assignments are due on those days. Be sure to **record the dates on your own calendar and make it a top priority to adhere to them as no late work is accepted**.

If you experience extenuating circumstances (e.g., you are hospitalized) that prohibit you from submitting your work on time, please let me know as soon as possible. I will evaluate these instances on a case-by-case basis.

Grading Scale and Distribution:

The following scale will be used to calculate your final grade:

A   90.0 – 100%   D   65.0 - 69.9%
B   80.0 - 89.9%   F   64.9% or less
C   70.0 - 79.9%

1. Attendance 10%
2. Participation 10%
3. Homework 10%
4. Compositions (2) 15%
5. Quizzes 15%
6. Midterm, Oral Exam 20%
7. Final Project 20%

About Academic Honesty:

Engaging in any behavior that involves taking credit for work that is not your own will be penalized. There is zero tolerance for cheating and/or allowing others to copy your work on assessments and/or homework. Penalties for academic dishonesty range from an "F" on an assignment to dismissal from the course and/or the college.

Course Policies: Cheating, Plagiarism, Scholastic Dishonesty, and Student Discipline:

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

a.   Cheating:

"Copying from the test paper of another student, engaging in written, oral, or any other means of communication with another student during a test, or giving aid to or seeking aid from another student during a test; possession and/or use during a test of materials which are not authorized by the person giving the test, such as class notes, books, or specifically designed "crib notes"; using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program; using a test that has been administered in prior classes or semesters but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission; collaborating with or seeking aid from another student for an assignment without authority; substituting for another person, or permitting another person to substitute for one's self, to take a test; and falsifying research data, laboratory reports, and/or other records or academic work offered for credit."

b.   Plagiarism:

"Means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors."

c.   Collusion:

"Means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty."

Students with Disabilities:

The University of Texas at El Paso (UTEP) is committed to providing for the needs of enrolled or admitted students who have disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Therefore, it is the policy of UTEP that the campus makes services available for any student who, through a recent assessment, can document a disability. If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit the office located in UTEP Union East, Room 106.

For additional information, please visit the CASS website at www.sa.utep.edu/cass.

Course Calendar:

*Please note that your instructor may make minor changes to the calendar below. Your instructor will notify you of changes, but it is your responsibility to make note of them on your own calendar so that you do not miss any assignments or projects.

WEEK	CONTENT	CLASS MEETS
Week 1	Course Welcome Introduction to course (syllabus)	01/16/2024 (T)
	Introduction to the course Unid. 1 (pp. 1-3): O que é Arte? Qual é a sua função? - Países e adjetivos pátrios (CDP)	01/18/2024 (R)
Week 2	Unid. 1: (pp. 4-12): Review simple present +interrogative words	01/23/2024 (T)
		01/25/2024 (R)
Week 3	Unid. 1: (pp. 13-14): Quem faz arte é desobediente Unid. 1: (p. 21): Debate – As funções da arte Unid. 2: (pp. 24-26): Por que fotografar? Quais as funções da fotografia?	01/30/2024 (T)
		02/01/2024 (R)
Week 4	Unid. 2: (pp. 27-32): Percursos fotográficos - Pretérito Perfeito e Imperfeito	02/06/2024 (T)
		02/08/2024 (R)
Week 5	**Quiz #1 on Feb 11 (Thu)** Unid. 2: (pp. 32-38): A razão de olhos inchados - Futuro e Condicional	02/13/2024 (T)
		02/15/2024 (R)
Week 6	**Essay #1 due on Feb 16 (Tue)** Unid. 2: (pp. 38-42): O espectador entra em cena: arte feita a 4 mãos	02/20/2024 (T)
		02/22/2024 (R)

Week 7	Unid. 4: (pp. 64-68): Qual é o impacto da música? - Presente do Subjuntivo	02/27/2024 (T)
		02/29/2024 (R)
Week 8	Week 8: Feb 29 – Mar 3 **Quiz #2 on Mar 3 (Thu)** Unid. 4: (pp. 69-75): Estrelas luso-afro-brasileiras - Pronomes pessoais do caso reto e oblíquo	
		03/07/2024 (R)
Week 9	**SPRING BREAK MARCH 11ᵀᴴ-15ᵀᴴ**	N/A
Week 10	**Midterm Exam on Mar 24 (Thu)** Unid. 5: (pp. 96-98): Pronomes Relativos	03/19/2024 (T)
		03/21/2024 (R)
Week 11	Unid. 6: (pp. 108-110, 120-122): Imagens e reflexões sobre escultura - Futuro do Subjuntivo	03/26/2024 (T)
		03/28/2024 (R)
Week 12	Unid. 6: (pp. 108-110, 120-122): Imagens e reflexões sobre escultura - Futuro do Subjuntivo	04/02/2024 (T)
		04/04/2024 (R)
Week 13	Unid. 1: (pp. 15-17) - Imperativo	04/09/2024 (T)
		04/11/2024 (R)
Week 14	Unid. 6: (pp. 116-118) - Acento Gráfico	04/16/2024 (T)
		04/18/2024 (R)

Week 15	Unid. 7: (pp. 134-136): O que é Poesia?
	     (p. 138): Aquecimento ex. 7-8
	     (p. 149): Cenários ex. 7-46, 7-50
		04/23/2024 (T)

		04/25/2024 (R)
Week 16	**Final Project Presentations**	
	Final Project Presentations	05/02/2024 (R)

Undergraduate Certificate in Brazilian Studies

Students who want to be more competitive in the global workforce are welcome to take this certificate. A certificate in Brazilian Studies is a logical compleiment to some of our existing minors. This certificate includes courses in Portuguese language and in Brazilian Culture, Literature, and Film offered in the Department of Languages Latin-US and Linguistics as well as in other departments such as Art, Sociology and Anthropology, Communication, History, Political Sciences, African American Studies, and the Center for Inter-American and Border Studies CIBS in the College of Liberal Arts; as well as courses in the College of Education. Some of these courses already focus on Brazil, while others have or can add a component on Brazil.

The certificate consists of 15 credit hours, with one two of four required Portuguese language courses and PORT 3340: Introduction to Brazilian Cultures as required courses. The remaining 4 2 courses should be taken in at least 3 2 of the participating departments. Students will be required to maintain a minimum B average in certificate courses. Students may substitute one of these courses for a study abroad experience in Brazil offered by a certified academic program.

Students must have completed Portuguese 1402, 2401 and 2402 (or equivalent) with a grade of C or better to begin the certificate in Brazilian Studies. To complete obtain this interdisciplinary certificate, students must have completed 15 credits in courses approved for the certificate, with a grade of B or better. PORT 3340 Cultures of Brazil is required. The other four courses should be taken in at least three of the participating departments.
Students should consult with Dr. Debora Zamorano the Director of Brazilian Studies to determine a course of study suitable to their interests and before enrolling in courses that do not deal specifically with Brazil but that do contain a Brazilian component. These courses are designated with an *.

Degree Plan

Required Credits: 15

Code	Title	Hours
Required CoursesSelect two Portuguese language courses:		6
PORT 1301	Portuguese One	
PORT 1302	Portuguese Two	
PORT 2301	Portuguese Three	
PORT 2302	Portuguese Four	
Required course:		
PORT 3340	Cultures of Brazil	3
Prescribed Subjects:		
Select three two courses from different subjects of the following:		96
AFST 3390	Topics in African/Amer Studies	
ANTH 3306	Cultural Diversity	

Code	Title	Hours
ANTH 3319	Indig Cultures of Latin Amer	
CHIC 3304	Chicano/Latino Music in the US	
COMM 3371	Communication Theory/Analysis	
COMM 4350	Selected Topics	
HIST 3347	South America Since 1810	
HIST 3391	History of Women	
LABS 3300	The Americas	
LABS 4301	Topics Lat Amer/Border Stud	
POLS 3324	Indigenous Law and Politics	
POLS 3334	Politics in World Regions	
POLS 3337	Latin American Politics	
POLS 4343	Politics of Brazil	
POLS 4348	Politics/Developing Countries	
PORT 3355	Conversational Portuguese	
SOCI 3306	Cultural Diversity	
SOCI 3317	Indig Cultures of Latin Amer	
SPAN 3330	Latin American Civilization	
SPAN 3345	Spanish/Latin American Film	
SPAN 4320	Popular Cult in Latin Am/Spain	
TED 3330	Ed & Community: Crit Pedagogy	
WS 3391	History of Women	
Additional Elective:		
Select one additional course from the above courses		3
Total Hours		**15**

Course List

CURRICULUM PROPOSAL
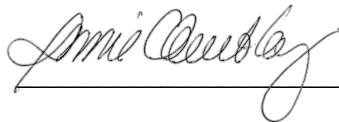
APPROVAL PAGE

Proposal Title: Spanish Major with Concentrations

College: Liberal Arts   Department: Latin-US and Linguistics

DEPARTMENT CHAIR- Dr. Annie Tremblay

I have read the enclosed proposal and approve this proposal on behalf of the department.

_____   1/12/2024

Signature   **Date**

COLLEGE CURRICULUM COMMITTEE CHAIR – Dr. Selfa Chew-Melendez

I have read the enclosed documents and approve the proposal on behalf of the college curriculum committee.

_____   _____

Signature   **Date**

COLLEGE DEAN – Dr. Anadeli Bencomo

I have read the enclosed documents and approve the proposal on behalf of the college. I certify that the necessary funds will be allocated by the college in support of this proposal.

_____   _____

Signature   **Date**