



Department of Literature and Languages

SPAN 4380-001 Special Topics: Spanish for the Professions (3 Credits)

Fall 2025: 08/25/2025 to 12/13/2025

TR 11:00am – 12:20pm

Arts and Sciences, Room 104

COURSE DESCRIPTION

This course is designed to strengthen Spanish-language skills for use in professional environments, preparing students to communicate effectively with Spanish-speaking individuals. Emphasis on building specialized vocabulary, role play, and an understanding of Hispanic culture. Topics may include Spanish for the legal system, law enforcement and the community, banking, finance and real estate, mass communication, and human resources. Prerequisite: SPAN 2611 or the equivalent.

Course Delivery Method: Lecture; face-to-face

CONTACT INFORMATION

Instructor Name: Brandon Goodale

Office Location: CAS 245

Phone Number: (903) 565-7373 (main office)

Email: bgoodale@uttyler.edu

Best way to contact: bgoodale@uttyler.edu

Office Hours: Tuesday & Thursday 12:30pm–1:30pm, Wed. 11:00am–12:00pm, or by appointment.

During the semester I will respond to emails within 24 hours, excluding holidays and weekends. I will contact the class via Canvas announcements (turn notifications emails on) whenever I need to address the entire class. It is expected that you check your emails regularly.

STUDENT LEARNING OUTCOMES

Upon successfully completing this course, students will:

- Develop an understanding of cross-cultural professional practices and etiquette in the United States, Latin America, and Spain.
- Learn to identify reliable documentation resources, assess their credibility, and effectively utilize them.

- Acquire and apply specialized vocabulary through student-centered activities that replicate real-world social and professional interactions, such as job interviews.
- Enhance critical thinking skills by researching and analyzing specialized texts and online resources.
- Deliver formal oral presentations on content-based topics in a clear, professional, and organized manner.
- Write technical documents using analytical and persuasive language, with a focus on proper grammar and structure.
- Build interpersonal skills and foster the ability to collaborate effectively in group settings.

To achieve these objectives, students will:

- Practice managing a variety of communicative tasks using multiple verb tenses and grammatical structures.
- Learn to write about concrete and factual topics of personal and public interest in both formal and informal contexts.
- Develop the ability to express and support ideas based on studied materials, articulate agreement or disagreement with others' arguments, and present counterpoints effectively and persuasively.
- Enhance their capacity to adapt language use to different social situations and communication modes (e.g., email versus formal essays).
- Strengthen their command of general vocabulary and acquire proficiency in some specialized terminology.

COURSE RESOURCES

Required Textbook:

(2024) Boris Tarré, Marta and Celaya, Lori. *Spanish for the Professions* (Second Edition). Cognella: San Diego.

<https://store.cognella.com/81501-2b-ni-053>

Additional material will be provided by the instructor of the course, as well as links to online references. Additional reading will be provided and made available through Canvas

COURSE POLICIES

Attendance Policy: Students must be on time for class. Every two tardies counts as one absence. If the student knows they are going to be late or absent for/from class, they must notify the professor ahead of time. Notifying does not excuse the absence or tardy, but leniency will only be considered with prior notification. Each student is allotted 4 absences without penalty. For each subsequent absence (5+) the student's final letter grade for the course drops one letter. For example, if a student earns a B in the course, but has 5 absences, the student will receive a C. It is expected that you will use the allotted 4 absences wisely. Save these absences for when you get sick or have a family emergency.

If you are unable to complete this course, you must drop/withdraw by September 8th to not receive a Q or W on your transcript. November 3rd is the final date students are eligible to withdraw from courses for grades of “W” or “Q”. After this date students can no longer formally drop/withdraw from courses and will receive grades based upon the work completed if they choose to discontinue attendance.

Due Dates: Due dates for all your work are listed in Canvas. All dates and times are based on Central Time.

- Complete the activities in Canvas by the due date.
- Reach out via email or in person as soon as you have a question. Do not wait until the day of the test to ask questions.
- Read the syllabus more than once!
- No make-up exams will be given. All online assignments must be submitted on time to get credit.
- No Incomplete (I) grades will be granted except under unusual circumstances.

Minimum Technical Expectations: To successfully complete this course, in addition to the requirements listed in your syllabus, you will need to have access to:

- Reliable internet connection (High-speed internet connection preferred)
- Required computer and browser for Canvas
- Students must be able to open and/or submit documents on MS Word and PowerPoint. Access to Microsoft Office.

Canvas:

[Basic computer specifications](#)

[Browsers that support Canvas](#)

Minimum Student Skills: You should be able to use the features of your browser, download files, and attach files.

Etiquette Expectations:

- Standards of courtesy and respect must always be maintained in the classroom. Join the classroom oral language activities with respect and remember that consideration for others is crucial for any intellectual discussion.
- Name-calling and personal attacks are not permitted in our learning environment.
- Any violation of the standards of appropriate behavior will be reported to the Dean of Students and appropriate disciplinary action will be taken by the college.

AI is Not Permitted in this Course:

I expect all work students submit for this course to be their own. I have carefully designed all assignments and class activities to support your learning. Doing your own work, without human or artificial intelligence assistance, is best for your efforts in mastering course learning objectives. For this course, I expressly forbid using ChatGPT or any other Generative Artificial Intelligence (GenAI) to aid in graded work, including brainstorming. The use of translation apps like Spanish Dictionary or Google Translate may be used at the word level, but must not be used to translate full sentences, paragraphs, or essays. Deviations from these guidelines will be

considered a violation of UT Tyler's Honor Code and academic honesty values. Spell check in Word or Google Docs is permitted.

METHOD OF EVALUATION:

100-90	A
89-80	B
79-70	C
69-60	D
59 and below	F

Grade Distribution

Homework	25%
Tests (3)	30%
Quizzes (3) (Ch. 1, 3, 5)	15%
Participation	15%
Interview	5%
Final project	10%
See Attendance Policy on p. 2	

Check "Grades" in Canvas regularly for your grades. If you have questions about any grade, contact your professor immediately.

Expectations for Out-of-Class Study: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional **6 hours** per week of their own time in course-related activities, including reading required materials, research, completing assignments, preparing for exams, etc.

EXPLANATION OF COURSE COMPONENTS

Descriptions of major assignments and examinations:

- **Homework:** Students will be asked to prepare written answers about the assigned reading and turn them in via Canvas. All homework must be typed (Times New Roman 12) and double-spaced. No late homework will be accepted.
- **Quizzes (3):** Given for Chapters 1, 3, and 5 to ensure understanding prior to continuing with the following chapter, at the conclusion of which there is an exam on the two chapters together.
- **Tests (3):** Given for Chapters 1& 2, 3&4, and 5&7. Covering vocabulary, grammar and content.

- **Job Interview:** Students prepare for and participate in a job interview with the professor.
- **Final Project:** Interview a bilingual member of one of the professions and submit a report. Additional details are on Canvas.
- **Participation:** Students are responsible for completing the readings and all homework activities prior to class. These will be discussed in class and coming prepared to interact with the content is vital. Failing to adequately prepare will impact the experience of your peers, therefore participation is taken seriously. This class will also require significant amounts of memorization to learn the vocabulary.

COURSE CONTENT

Spanish 4380

The legal system, law enforcement and the community, banking, finance and real estate, mass communication, and human resources.

STUDENT RESOURCES

Resources to assist you in the course:

- [UT Tyler Student Accessibility and Resource \(SAR\) Office](#) (provides needed accommodations to students with document needs related to access and learning)
- [UT Tyler Writing Center](#)
- [The Mathematics Learning Center](#)
- [UT Tyler PASS Tutoring Center](#)
- [UT Tyler Supplemental Instruction](#)
- [Upswing \(24/7 online tutoring\) - covers nearly all undergraduate course areas](#)
- [Robert Muntz Library](#) and [Library Liaison](#)
- [Canvas 101](#) (learn to use Canvas, proctoring, Unicheck, and other software)
- Digital Support Toolkit (for supported courses only. Students are automatically enrolled in the toolkit for supported courses)
- LIB 422 -- Computer Lab where students can take a proctored exam
- [The Career Success Center](#)
- [UT Tyler Testing Center](#)
- [Office of Research & Scholarship Design and Data Analysis Lab](#)

Resources available to UT Tyler Students

- [UT Tyler Counseling Center](#) (available to all students)
- [MySSP App](#) (24/7 access to Student Support Program counseling through phone or chat and online wellness resources available in a variety of languages)
- [Student Assistance and Advocacy Center](#)
- [Military and Veterans Success Center](#) (supports for our military-affiliated students)
- [UT Tyler Patriot Food Pantry](#)
- [UT Tyler Financial Aid and Scholarships](#)

- [UT Tyler Student Business Services \(pay or set up payment plans, etc.\)](#)
- [UT Tyler Registrar's Office](#)
- [Office of International Programs](#)
- [Title IX Reporting](#)
- [Patriots Engage](#) (available to all students. Get engaged at UT Tyler.)

UNIVERSITY POLICIES AND INFORMATION

Withdrawing from Class: Students, you are allowed to [withdraw](#) (drop) from this course through the [Withdrawal Portal](#). Withdrawing (dropping) this course can impact Financial Aid, Scholarships, Veteran Benefits, Exemptions, Waivers, International Student Status, housing, and degree progress. Please speak with your instructors, consider your options, and speak with your advisor, and visit the One-Stop-Shop (STE 230) or email enroll@uttyler.edu to get a complete review of your student account and the possible impacts to withdrawing. We want you to make an informed decision. Make sure to carefully [read the implications for withdrawing from a course and the instructions](#) on using the [Withdrawal portal](#).

Texas law prohibits students from dropping more than six courses during their entire undergraduate career¹. The six courses dropped includes those from other 2-year or 4-year Texas public colleges and universities. Consider the impact withdrawing from this class has on your academic progress and other areas, such as financial implications. We encourage you to consult your advisor(s) and Enrollment Services for additional guidance.

CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#).

CAUTION #2: All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms.

CAUTION #3: All UT Tyler Athletes must check with the Athletic Academic Coordinator before withdrawing from a course.

CAUTION #4: All veterans or military-affiliated students should consult with the [Military and Veterans Success Center](#).

Artificial Intelligence Statement: UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT

¹ Students who began college for the first time before 2007 are exempt from this law

Tyler's Academic Integrity Policy. Refer to the About This Course section of the UT Tyler Syllabus Module for specific information on appropriate use of AI in your course(s).

Final Exam Policy: Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the Dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members must maintain student final examination papers for a minimum of three months following the examination date.

Incomplete Grade Policy: If a student, because of extenuating circumstances, is unable to complete all the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in place of a grade *only when **all** of the following conditions are met:* (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all coursework or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons before the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to meet all the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has yet to be assigned within one year, then the Incomplete will be changed to an F, or NC. If the course was initially taken under the CR/NC grading basis, this may adversely affect the student's academic standing.

Grade Appeal Policy: Disputes regarding grades must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade. A grade appeal should be used when the student thinks the final course grade awarded does not reflect the grades earned on assessments or follow the grading scale as documented in the syllabus. The student should provide the rationale for the grade appeal and attach supporting document about the grades earned. The form should be sent via email to the faculty member who assigned the grade. The faculty member reviews the rationale and supporting documentation and completes the instruction section of the form. The instructor should return the form to the student, even if a grade change is made at this level. If the student is not satisfied with the decision, the student may appeal in writing to the Chairperson of the department from which the grade was issued. In situations where there is an allegation of capricious grading, discrimination, or unlawful actions, appeals may go beyond the Chairperson to the Dean or the Dean's designee of the college from which the grade was issued, with that decision being final. The Grade Appeal form is found in the [Registrar's Form Library](#).

NOTE: The Grade Appeal Form is different from the Application for Appeal form submitted to the Student Appeals Committee, which does not rule on grade disputes as described in this policy.

Disability/Accessibility Services: In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA), the University of Texas at Tyler offers accommodations to students with learning, physical, and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a

learning disorder, chronic illness, TBI, PTSD, ADHD, or a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with the Assistant Director Student Accessibility and Resources/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <https://www.uttyler.edu/disability-services>, the SAR office located in the Robert Muntz Library, LIB 460, email saroffice@uttyler.edu, or call 903.566.7079."

Military Affiliated Students: UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with your faculty member if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your faculty member aware of any complications as far in advance as possible. Your faculty member is willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. The [Military and Veterans Success Center \(MVSC\)](#) has campus resources for military-affiliated students. The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

Students on an F-1 Visa: To remain in compliance with Federal Regulations requirements you must do the following:

- Traditional face-to-face classes: Attend classes on the regular meeting days/times.
- Hybrid Classes: Attend all face-to-face classes convened by the instructor according to the schedule set for your specific course.
- Online course: Only one online course can count toward your full-time enrollment. Students are expected to be fully engaged and meet all requirements for the online course.

Academic Honesty and Academic Misconduct: The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).

FERPA: UT Tyler follows the [Family Educational Rights and Privacy Act \(FERPA\)](#). The course instructor will follow all requirements to protect your confidential information.

Absence for Official University Events or Activities: This course follows the practices related to [Excused Absences for University Events or Activities](#) as noted in the Catalog.

Absence for Religious Holidays: This course follows the practices related to [Excused Absences for Religious Holy Days as noted in the Catalog](#).

Absence for Pregnant Students: This course follows the requirements of Texas Laws SB 412, SB 459, SB 597/HB 1361 to meet the needs of pregnant and parenting students. Part of the supports afforded pregnant students includes excused absences. Faculty who are informed by a student of needing this support should make a referral to the Parenting Student Liaison. NOTE: Students must work with the Parenting Student Liaison in order to receive these supports.

Students should reach out to the Parenting Student Liaison at parents@uttyler.edu and also complete the [Pregnant and Parenting Self-Reporting Form](#).

Campus Carry: We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

COURSE CALENDAR Fall 2025 (may vary) TR

Spanish for the Professions Fall 2025		
WEEK 1	In class	Due/Do before class
Tuesday August 26	Capítulo 1: El sistema legal Entender el programa. Leer Lectura Cultural 1 y hablar de pronunciación del español. Comentar y comparar sus respuestas de Partes A y B con un compañero.	Leer el programa/temario (Syllabus) Leer Lectura Cultural 1 pp. 2-5 Hacer Actividades sobre la lectura cultural 1 Partes A y B pp. 5-8
Thursday August 28	Capítulo 1: El sistema legal Repasar el vocabulario y la gramática. Hacer Diálogos profesionales 1 y 2 pp. 25-28, comentar sobre la gramática y vocabulario usado.	Leer y estudiar Vocabulario pp. 9-13 Hacer Actividades de práctica de vocabulario pp. 14-15 Partes A-C Leer Gramática en Contexto: Pretérito VS. Imperfecto pp. 16-21 Hacer Actividades de práctica gramatical pp. 21-22 Parte A) Pasos 1-3.
WEEK 2	In class	Due/Do before class
Tuesday September 2	Capítulo 1: El sistema legal Presentar y comentar sus Informes matutinos en grupos. Comparar traducciones A y B Leer y comentar Relatividad cultural con un compañero Parte A pp. 24-25	Investigar y preparar el Informe matutino p. 16 Leer ¡A traducir! pp. 30-31 Hacer Partes A y B pp. 31-32 <u>sin</u> la ayuda de un traductor automático. Usa un diccionario para traducir palabras, no frases.
Thursday September 4	Capítulo 1: El sistema legal Comparar, conversar, presentar y debatir la tarea Conexión Profesional.	Leer Conexión Profesional pp. 32-35 Hacer Parte A). Analiza, escribe y comparte Paso 1 y Paso 3. Hacer Parte B) Para dialogar Paso 1 y Paso 2

WEEK 3	In class	Due/Do before class
Tuesday September 9	Capítulo 1: El sistema legal ¡A actuar! Actuar el juicio oral simulado. Comparar respuestas de Partes A y B Hacer Parte C	¡A actuar! Leer todo el simulacro pp. 37-56, saber tu rol asignado tan bien que lo puedes interpretar fluidamente y con la emoción necesaria. (Cuenta para tu nota de participación) Hacer Actividades sobre el juicio oral, Partes A y B
Thursday September 11	Capítulo 2: La comunidad y la policía Prueba de vocabulario Capítulo 1 Comentar y comparar sus respuestas de Partes A y B con un compañero. Asignar Proyectos de grupo	Leer Lectura cultural 1 pp. 70-71 Hacer Actividades sobre la lectura cultural 1 Partes A y B Leer Lectura cultural 2 pp. 72-75 Hacer Actividades sobre la lectura cultural 2 Partes A y B

WEEK 4	In class	Due/Do before class
Tuesday September 16	Capítulo 2: La comunidad y la policía Repasar el vocabulario (Actividades de práctica de vocabulario Parte C y D, en 4 grupos, cada grupo con un diálogo diferente) y gramática. Hacer Documentaciones pp. 100-101, a conversar en clase.	Leer y estudiar Vocabulario pp. 77-82 Hacer Actividades de práctica de vocabulario pp. 82-83 Partes A-B Leer Gramática en Contexto: Los mandatos pp. 91-96 Hacer Actividades de práctica gramatical pp. 97-99 Partes A y B.
Thursday September 18	Capítulo 2: La comunidad y la policía Hacer Actividades de práctica de las señales de carretera A-C pp. 104-106 Hacer Diálogos profesionales en grupos pp. 106-110 Comentar Conexión profesional Paso 3	Leer y estudiar Las señales de carretera pp. 102-104 (formarán parte del Examen) Leer Las noticias del día p. 110 Hacer Parte A Leer Conexión Profesional pp.111-112 Hacer Pasos 1 y 2

WEEK 5	In class	Due/Do before class
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Tuesday September 23	Capítulo 2: La comunidad y la policía Toques finales y practicar los proyectos de grupo. (30 minutos) Presentar los Proyectos de grupo (10 minutos cada uno)	Investigar y Preparar Proyectos de grupo (3 grupos, una presentación por proyecto) pp. 113-114
Thursday September 25	Examen de Capítulo 1&2	Estudiar para el examen

WEEK 6	In class	Due/Do before class
Tuesday September 30	Capítulo 3: La banca y las finanzas Comentar y comparar sus respuestas de Partes A y B con un compañero. Asignar diálogos 1-4 (de vocabulario para completar e interpretar pp. 129-133)	Leer Lectura cultural 1 pp. 119-121 Hacer Actividades sobre la lectura cultural 1 Partes A y B
Thursday October 2	Capítulo 3: La banca y las finanzas Repasar el vocabulario (Actividades de práctica de vocabulario Partes A-C, en 4 grupos, cada grupo con un diálogo diferente) Hacer ¡A escribir y a conversar! pp. 143-144.	Leer y estudiar Vocabulario pp. 122-128 Hacer Actividades de práctica de vocabulario pp. 129-129 Partes A-B Hacer tu diálogo asignado Parte C. Leer Gramática en Contexto: El Presente Perfecto pp. 136-138 Hacer Actividad de práctica gramatical p. 138 Parte A

WEEK 7		
Tuesday October 7	Capítulo 3: La banca y las finanzas Conversar sobre sus respuestas a “Las noticias del día” Comentar Conexión profesional Hacer ¡A traducir! Partes A-C pp. 149-152 en grupos, una parte por grupo.	Leer Las noticias del día pp. 144-145 Hacer Actividades sobre “Las noticias del día” Partes A y B Leer Conexión profesional pp.146-148 Hacer Paso 1 pp. 148-149.

Thursday October 9	Capítulo 3: La banca y las finanzas Hacer ¡A actuar! Pasos 2-4.	Hacer ¡A actuar! Paso 1 pp. 152-154.
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WEEK 8		
Tuesday October 14	Capítulo 4: La vivienda y los bienes y raíces. Prueba de vocabulario Capítulo 3 Comentar y comparar sus respuestas de Partes A y B con un compañero. Repasar el vocabulario (Actividades de práctica de vocabulario Parte A)	Leer Lectura cultural 1 pp. 156-157 Hacer Actividades sobre la lectura cultural 1 Partes A y B Leer y estudiar Vocabulario pp. 158-160 Hacer Actividades de práctica de vocabulario pp. 160-162 Parte A
Thursday October 16	Capítulo 4: La vivienda y los bienes y raíces. Presentar Informes matutinos Pasos 3-4 (en grupos) Repasar Actividades de práctica gramatical p. 138 Partes A y B	Preparar Informes matutinos Pasos 1-2 (trabajo individual) Leer Gramática en Contexto: Los pronombres relativos pp. 164-170 Hacer Actividades de práctica gramatical p. 138 Partes A y B

WEEK 9		
Tuesday October 21	Capítulo 4: La vivienda y los bienes y raíces. Repasar Contrato de Arrendamiento Actividades de comprensión Partes A y B Hacer Parte C Repasar Noticias del día Actividades de Compresión Partes A y B	Leer Contrato de Arrendamiento pp. 172-176 Hacer Actividades de comprensión Partes A y B Leer Noticias del día pp. 178-180. Hacer Actividades de comprensión Partes A y B
Thursday October 23	Capítulo 4: La vivienda y los bienes y raíces. Conversar sobre Relatividad cultural Actividad de Compresión Parte A Comparar traducciones	Leer Relatividad cultural pp. 182-185 Hacer Actividades de comprensión A p. 185 Hacer ¡A traducir! pp. 186-188 Partes A y B.

WEEK 10		
Tuesday October 28	Examen de Capítulo 3&4	Estudiar para el Examen
Thursday October 30	<p>Capítulo 5: Los medios de comunicación de masas y la tecnología</p> <p>Asignar los pares para el proyecto: Publicidad y medios de comunicación Parte A pp. 244-245</p> <p>Comentar y comparar sus respuestas de Partes A y B con un compañero.</p> <p>Repasar el vocabulario (Actividades de práctica de vocabulario Partes A-F)</p>	<p>Leer Lectura cultural 1 pp. 192-194</p> <p>Hacer Actividades sobre la lectura cultural 1 Partes A y B</p> <p>Leer y estudiar Vocabulario pp. 197-204</p> <p>Hacer Actividades de práctica de vocabulario pp. 204-208 Partes A-F</p>

WEEK 11		
Tuesday November 4	<p>Capítulo 5: Los medios de comunicación de masas y la tecnología</p> <p>Repasar Actividades de práctica gramatical pp. 225-229 Partes A-F</p>	<p>Leer Gramática en Contexto: Las preposiciones pp. 209-225</p> <p>Hacer Actividades de práctica gramatical pp. 225-229 Partes A-F</p> <p>Trabajar en el proyecto</p>
Thursday November 6	<p>Capítulo 5: Los medios de comunicación de masas y la tecnología</p> <p>Comentar y comparar la lectura cultural 3, Parte A con un compañero.</p> <p>Comparar y comentar las traducciones</p>	<p>Leer Lectura cultural 3 pp. 229-231</p> <p>Hacer Actividades sobre la Lectura cultural 3 Parte A</p> <p>Hacer ¡A traducir! Parte A</p> <p>Trabajar en el proyecto</p>

WEEK 12		
Tuesday November 11	<p>Capítulo 5: Los medios de comunicación de masas y la tecnología</p> <p>Repasar Noticias del día</p> <p>Actividades de comprensión Partes A y B</p> <p>Presentar las publicidades</p>	<p>Leer Las noticias del día pp. 239-240</p> <p>Hacer Activades sobre Las noticias del día, Partes A y B.</p> <p>Terminar de hacer Publicidad y medios de comunicación en pares, Parte A. pp. 244-245</p>

Thursday November 13	Capítulo 7: Los recursos humanos Prueba de vocabulario Capítulo 5 Comentar y comparar sus respuestas de Partes A y B con un compañero. Repasar el vocabulario (Actividades de práctica de vocabulario Parte A-C) Establecer los compañerismos para la búsqueda de empleos y la entrevista de práctica.	Leer Lectura cultural 1 pp. 368-371 Hacer Actividades sobre la lectura cultural 1 Partes A y B Leer y estudiar Vocabulario pp. 373-381 Hacer Actividades de práctica de vocabulario pp. 381-382 Parte A-C
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WEEK 13		
Tuesday November 18	Capítulo 7: Los recursos humanos Comentar y comparar sus respuestas de Partes A y B con un compañero. Hacer Parte C Repasar Actividades de práctica gramatical pp. 390-392 Partes A-B Explicar dónde buscar empleo (Visita de Career Success)	Leer Lectura cultural 2 pp. 383-385 Hacer Actividades sobre la lectura cultural 1 Partes A y B Leer Gramática en Contexto Ser y Estar pp. 387-390 Hacer Actividades de práctica gramatical pp. 390-392 Partes A-B
Thursday November 20	Capítulo 7: Los recursos humanos Comparar y comentar los anuncios de trabajo, las cartas de presentación y los CV en pares.	Leer Los documentos pp. 392-405 Hacer Buscando trabajo, Parte B) El puesto de trabajo ideal, Paso 1 p. 409. Hacer La carta de presentación Partes B y C pp. 398-399 Hacer Curriculum Vitae, Paso 1 p. 399

WEEK 14		
Tuesday November 25	THANKGIVING BREAK	
Thursday November 27	THANKGIVING BREAK	

WEEK 15		
Tuesday December 2	Capítulo 7: Los recursos humanos Practicar la entrevista de trabajo con tu compañero (véase La entrevista de trabajo: Actividades de práctica Parte D, usen las tarjetas imprimibles pp. 415-416	Hacer La carta de recomendación, Parte B) La recomendación Paso 3. p. 404 para tu compañero de clase, envíaselo al profesor sin mostrárselo a tu compañero. Leer La entrevista de trabajo pp. 410-411 Leer Preguntas para la entrevista de trabajo pp. 412-415. Formular respuestas escritas a estas preguntas según el trabajo que solicitas.
Thursday December 4	Examen de Capítulo 5&7	Estudiar para el examen

FINALS WEEK		
Tuesday December 9	Entrevistas de trabajo con el profesor por cita (no hay clase regular)	Prepararte para tu entrevista
Thursday December 11	Entrevistas de trabajo con el profesor por cita (no hay clase regular) Final Project Due (NO FINAL EXAM)	Prepararte para tu entrevista

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Brandon Goodale