

### Basic Course Information

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| Semester         | <b>Spring 2017</b>   | Instructor Name  | <b>Liisa Mendoza</b>                            |
| Course Title & # | <b>American Sign Language 104<br/>Fingerspelling and Numbers</b> | Email  | <b>liisa.mendoza@imperial.edu</b>               |
| CRN #            | <b>21030</b>   | Webpage (optional)                                       |   |
| Room             | <b>313A</b>  | Office   | <b>314 D</b>                                    |
| Class Dates      | <b>2/13/17 – 6/9/17 (includes<br/>finals)</b>                    | Office Hours   | <b>MW 8:00 – 9:30 am<br/>TR 9:30 – 10:00 am</b> |
| Class Days       | <b>MW</b>  | Office Phone #   | <b>760-355-6120</b>                             |
| Class Times      | <b>11:20 am – 12:45 pm</b>                                       | Office contact if<br>student will be out<br>or emergency | <b>Phone or email</b>                           |
| Units            | <b>3.0</b>   |  |   |

### Course Description

An introduction to the American manual alphabet (fingerspelling), including numbers, loan signs, abbreviations and acronyms commonly used in the Deaf community. Extensive drills and practice in both receptive and expressive skills. The student will develop and improve expressive and receptive fingerspelling and numbers. Students will learn how to sign cardinal numbers, ordinal numbers, time, money, dates, addresses, and telephone numbers. Fingerspelling will be developed with an emphasis on real world situations.

### Student Learning Outcomes

Upon completing this course with a grade of C or better, you will be able to:

- 1) Demonstrate knowledge of basic rules underlying ASL fingerspelling and number usage in specific situations.
- 2) Demonstrate the ability to receptively understand unfamiliar fingerspelled personal names.
- 3) Demonstrate the ability to use ASL number patterns to produce age, phone numbers, and dates.

### Course Objectives

Upon satisfactory completion of the course, students will be able to:

- 1) Articulate and recognize all the letters and words of the American manual alphabet clearly and accurately in regard to letter formation, palm orientation, and hand position.
- 2) Express and identify all of the many rules for numbering in American Sign Language clearly and accurately with regard to articulation.
- 3) Demonstrate and distinguish loan signs clearly and accurately.

### Textbooks & Other Resources or Links

**Required text:**

**Master ASL! Fingerspelling, Numbers and Glossing.** J. Zinza. ISBN: 1-881133-21-4.

### Course Requirements and Instructional Methods

#### Teaching Strategy:

The instructor will generally be teaching with a voice on approach, although some voice off periods will occur. During those times your focus will be on receptively understanding the fingerspelling or numbers produced, not the signs. This will increase your receptive comprehension. You will be participating in a variety of class exercises designed to increase both your receptive and expressive skills. Please arrive to class on time, ready to start signing. We will be introducing new patterns weekly, and then applying them through a variety of exercises. **You MUST practice outside of class.** We will also be learning new grammatical structures weekly as we go through the chapters of the book. You will be asked to prepare some ASL assignments outside of class; you will be given clear instructions to follow to produce successful assignments. You may have to sign individually to your instructor, or in small groups, or in front of the class. We will have lab in class weekly, with a complete voice off period. During lab, you will be given specific exercises to focus on to improve your signing skills. We will also be signing in front of the class this semester.

### Course Grading Based on Course Objectives

Grading will be based on a standard distribution (i.e., 90-100% = A, 80-89.9% = B). There will be 1,000 points possible during the course. No extra credit will be given.

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| Participation     | 300 (includes participation, no voice, following class rules)                     |
| Homework          | 150 (includes written and signed homework and packet)                             |
| Exams             | 250 (3 exams, from 75-100 points each)  |
| Quizzes           | 150   |
| Interactive final | 50 (signing one on one with the instructor)                                       |
| Improvement       | 100 (from baseline, determined by the instructor during the second week of class) |

**TOTAL 1,000**

### Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

### Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.

- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

### Academic Honesty

- Plagiarism is to take and present as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly 'cite a source', you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment ;(c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment, (e) use of a commercial term paper service

### Additional Help

- Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Library Services: There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

### Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313 if you feel you need to be evaluated for educational accommodations.

### Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

### Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### Anticipated Class Schedule / Calendar

| DATE     | IN CLASS   | HOMEWORK   |
|----------|--|--|
| 2/13 (M) | Syllabus, class policies<br>Fingerspelling introduction<br>Manual alphabet modeled<br>Fingerspelling with sound  | Read and agree to syllabus<br>Read notes<br>Buy text, practice name<br>HW #1: 2 categories of 5 words each                           |
| 2/15 (W) | HW #1 due<br>Manual alphabet modeled again<br>Fingerspelling changes in actual word production<br>Common errors in fingerspelling<br>Numbers 1-20  | Text as assigned<br>Practice first and last names and HW 1<br>Practice numbers 1-20  |
| 2/20 (M) | <b>NO CLASSES: WASHINGTON'S BIRTHDAY</b>   | Practice   |
| 2/22 (W) | <b>Quiz #1 (Week 1, letter recognition)</b><br>Common English patterns<br>Numbers 21-30<br>Cardinal v ordinal numbers<br>3 C's of receptive fingerspelling                                       | HW #2:<br>10 patterns, 5 words each (50 total)<br>Practice HW #2<br>Practice numbers 1-30<br>Review notes                            |
| 2/27 (M) | HW #2 due<br>Pattern exercises<br>Number exercises<br>Challenging patterns<br>Signing names  | Assignment from text<br>Practice patterns<br>Practice numbers<br>HW #3: 6 words from 1 challenging pattern<br>Practice signing names |
| 3/1 (W)  | <b>Quiz #2 (fingerspelling – patterns, categories, numbers 1-30, cardinal v ordinal)</b><br>HW #3 due<br>Commonly confused letters<br>Numbers 31- 66<br>Exotic and foreign names<br>Famous names | Practice as assigned<br>Practice numbers 1-66<br>HW #4: 10 famous names (first and last)<br>Practice HW                              |
| 3/6 (M)  | HW #4 due<br>Numbers 67-100<br>Practice famous names<br>Practice and review  | Practice text as assigned<br>Practice numbers 1-100  |
| 3/8 (W)  | <b>Quiz #3 (famous names, numbers 1-66, etc.)</b><br>Study guide for Exam #1   | Begin review for Exam #1<br>Practice for Exam#1  |
| 3/13 (M) | Practice Exam #1<br>Review practice for Exam #1<br>Telephone number pattern  | Study for Exam #1  |
| 3/15 (W) | <b>EXAM #1 (in class notes, fingerspelling patterns, fingerspelling by category, numbers 1-100, famous</b>   | HW 5: List of 10 names and phone numbers OF REAL PEOPLE  |

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|             | <b>names, cardinal v ordinal patterns, assigned text readings)</b>   | Practice HW #5  |
| 3/20 (M)    | <b>NO CLASS – LIISA OUT</b>  | Practice text as assigned   |
| 3/22 (W)    | Exam #1 back and discussed<br>HW #5 due<br>Review of telephone number pattern<br>Names and telephone numbers practiced<br>Numbers 100-1,000,000  | HW 6: List of 10 numbers over 100<br>Practice HW 6<br>Practice text as assigned<br>Practice numbers 1-1,000,000   |
| 3/27 (M)    | HW 6 due<br>Pattern: approximate v exact numbers<br>FLS introduced<br>FLS practiced  | Practice numbers 1 – 1,000,000<br>Practice names and phone numbers<br>Practice FLS                                |
| 3/29 (W)    | <b>Quiz #4 (cardinal v ordinal, names and telephone numbers, numbers over 100 )</b><br>Signing clock time<br>Number incorporation<br>Signing time – number incorporation pattern             | HW #7: List of 15 clock times<br>Practice HW 7<br>Practice 10 clock times<br>Practice text as assigned            |
| 4/3 (M)     | <b>Quiz #5 (FLS, names and phone numbers, numbers over 100)</b><br>HW 7 due<br>FLS reviewed<br>Names and phone numbers reviewed<br>Signing time – years<br>Signing specific dates introduced | HW 8: List of 10 specific years<br>Practice HW 8<br>Text as assigned  |
| 4/5 (W)     | <b>Quiz #5 (FLS, names and phone numbers, clock time)</b><br>HW 8 due<br>Signing dates practiced<br>Pattern: emphasis v normal<br>State abbreviations introduced                             | HW 9: List of 10 historically important dates and events, 5 of them specific<br>Practice HW 9<br>Text as assigned |
| 4/10 (M)    | Practice for big quiz<br>Acronyms assigned<br>Review names and phone numbers, signing dates, signing clock time, signing FLS, signing numbers to 1,000,000                                   | Review and practice for big quiz<br>Begin studying acronyms<br>Begin working on packet                            |
| 4/12 (W)    | <b>Quiz #6 (Big Quiz, expressive and receptive, TBA)</b>   | Keep practicing<br>Text as assigned   |
| 4/17 – 4/19 | <b>NO CLASSES: SPRING BREAK</b>  | Keep practicing<br>Practice state abbreviations<br>Practice acronyms<br>Work on packet                            |
| 4/24 (M)    | Time signs introduced<br>Time signs and number incorporation<br>Cumulative lab   | Practice time signs<br>Review number incorporation  |
| 4/26 (W)    | <b>Quiz #7 (States and acronyms)</b><br>Review and cumulative practice<br>Study guide for Exam #2  | Begin review for Exam #2<br>Practice for Exam #2  |
| 5/1 (M)     | Practice Exam #2<br>Review for Exam #2   | Study, review and practice for Exam #2  |

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| 5/3 (W)         | <b>EXAM #2 (Names and phone numbers, clock time, FLS, numbers 1-1,000,000, years, time signs, specific dates, number incorporation, patterns, states and acronyms)</b>              | Breathe<br>Come back<br>Work on packet   |
| 5/8 (M)         | Signing Age<br>Signing age – number incorporation<br>Signing addresses  | HW 9: List of 10 names (first and last) with the ages of the people<br>Practice HW 9   |
| 5/10 (W)        | <b>Quiz #8 (states and acronyms, signing age)</b><br>HW 9 due<br>Signing money<br>Number incorporation for dollars and cents<br>Grocery shopping template<br>Practice signing money | Get grocery flyer<br>HW 10: List of 10 items, with price points and quantity<br>Practice HW 10<br>Text as assigned<br>Work on packet |
| 5/15 (M)        | HW 10 due<br>Signing fractions, decimals and percentages<br>Practice signing grocery shopping lists   | Practice for quiz<br>Finish packet   |
| 5/17 (W)        | <b>PACKET DUE: NO LATE PACKETS ACCEPTS</b><br><b>Quiz #9 (Grocery shopping)</b><br>Study guide for Exam #3<br>Exam #2 back and discussed<br>Labs to focus on exam                   | Begin review for exam<br>Practice for exam<br>Text as assigned   |
| 5/22 (M)        | Practice Exam #3<br>Cumulative labs to prepare for 1:1  | Study and practice for exam  |
| 5/24 (W)        | <b>Exam #3 (Cumulative, with focus on signing money, age, names and phone numbers and fractions)</b>  | Keep practicing<br>Come back   |
| 5/29 (M)        | <b>NO CLASSES – MEMORIAL DAY</b>  | Keep practicing  |
| 5/31 (W)        | Cumulative lab and preparation for 1:1 final  | Prepare for finals   |
| <b>6/5, 6/7</b> | <b>FINALS – interactive conversations with instructor by appointment</b>  |  |