DEPARTMENT OF SPANISH AND PORTUGUESE
Spanish and Portuguese Language Programs
Fall 2013 - Port 120: Portuguese I

Program Information:  http://dornsife.usc.edu/spanprog/
Blackboard:  http://blackboard.usc.edu
Textbook Website:  http://wps.prenhall.com/ml_ponto_de_encontro_2e/

Instructor: Ellen Oliveira  Section: 62376D
E-mail: eoliveir@usc.edu  Phone number: (213) 740 - 1258
Office Location: THH 156L  Class Time: TTH 12:00 - 1:50pm
Office Hours: M 1:00pm - 2:00pm  Class Location(s): VKC 109
            W 12:00pm - 2pm

REQUIRED COURSE MATERIAL
• **Workbook:** Workbook to Accompany Ponto de encontro: Portuguese as a World Language. 2nd ed. Upper Saddle River, NJ: Prentice-Hall.

IMPORTANT DATES
• Last day to drop a class without a mark of “W”  September 13, 2013
• Last day to drop a class with a mark of “W”  November 15, 2013

**FINAL EXAM:** Tuesday, December 17, 11:00a.m. -1:00 p.m.; At the regular classroom

COURSE OBJECTIVES
This is a course aimed at those students who wish to attain a working knowledge of Portuguese, and the objective conditions will be created whereby all students can have a successful learning experience. Students will:
• develop some basic communicative skills.
• start to understand simple ideas expressed by other speakers.
• use Portuguese to communicate simple ideas about self, family, study, work, daily routines, leisure activities, houses, furniture, chores, and health.
• interact with authentic Portuguese texts on a variety of simple subjects.
• attain an increased awareness of and cultural sensitivity to the Portuguese language.
• gain knowledge of some social and historical aspects of the Portuguese-speaking world.
• learn more about the Portuguese-speaking communities in Los Angeles.

The Language Program at USC teaches language communicatively which means that all courses are taught in Portuguese, except for brief moments of English when absolutely necessary to facilitate the flow of the course. In a communicative language class, students are expected to be active co-participants in their own learning. **This requires that you come to class prepared to engage in the day’s work by having read all required material and completed all assignments listed on the schedule (pp. 7-9).**

The content of the Portuguese classes and the way in which students’ work is assessed are based on the theoretical and pedagogical guidelines developed by the American Council on the Teaching of
Foreign Languages (ACTFL). These are summarized in the National Standards for Foreign Language Education (ACTFL, 2006), whose main goals of instruction are as follows:

**COMMUNICATION: COMMUNICATE IN LANGUAGES OTHER THAN ENGLISH**
- **Standard 1.1**: Students engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions.
- **Standard 1.2**: Students understand and interpret written and spoken language on a variety of topics.
- **Standard 1.3**: Students present information, concepts, and ideas to an audience of listeners or readers on a variety of topics.

**CULTURES: GAIN KNOWLEDGE AND UNDERSTANDING OF OTHER CULTURES**
- **Standard 2.1**: Students demonstrate an understanding of the relationship between the practices and perspectives of the culture studied.
- **Standard 2.2**: Students demonstrate an understanding of the relationship between the products and perspectives of the culture studied.

**CONNECTIONS: CONNECT WITH OTHER DISCIPLINES AND ACQUIRE INFORMATION**
- **Standard 3.1**: Students reinforce and further their knowledge of other disciplines through the foreign language.
- **Standard 3.2**: Students acquire information and recognize the distinctive viewpoints that are only available through the foreign language and its cultures.

**COMPARISONS: DEVELOP INSIGHT INTO THE NATURE OF LANGUAGE AND CULTURE**
- **Standard 4.1**: Students demonstrate understanding of the nature of language through comparisons of the language studied and their own.
- **Standard 4.2**: Students demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own.

**COMMUNITIES: PARTICIPATE IN MULTILINGUAL COMMUNITIES AT HOME & AROUND THE WORLD**
- **Standard 5.1**: Students use the language both within and beyond the school setting.
- **Standard 5.2**: Students show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment. *(Source: http://www.actfl.org/publications/all/national-standards-foreign-language-education)*

The activities and homework assignments that you will complete in class and the assessment tools with which your work will be evaluated have been created to accomplish and reflect the instructional objectives described in the Standards. The content of your class has also been designed to develop your ability to communicate in three different modes—interpersonal, interpretive, and presentational:
ACADEMIC INTEGRITY

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one’s own academic work from misuse by others as well as to avoid using another’s work as one’s own. All students are expected to understand and abide by these principles. Scampus, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A: http://www.usc.edu/dept/publications/SCAMPUS/gov/. Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, should there be any suspicion of academic dishonesty. The Review process can be found at: http://www.usc.edu/student-affairs/SJACS/.

The Language Program supports and follows the Student Conduct Code in the Scampus. Please familiarize yourself with this code as it governs acceptable classroom behavior, describes what constitutes cheating or plagiarism, and defines the procedure for responding to code violations. For the purposes of the Language Program, every task assigned by an instructor is an individual assignment unless specifically stated otherwise. **There may be no collaboration amongst students, no collaboration with tutors in the completion of assignments, and no use of online translation programs.** See the Statement on Academic Integrity for more specific information. Language Program instructors are required to report all acts of suspected academic dishonesty to Student Judicial Affairs and Community Standards (SJACS).

In order to have a classroom environment conducive to learning and free of distractions, we ask that you turn your cell phones to silent or vibrate (or off) prior to entering your Portuguese class. You are allowed to use your laptop or tablet during your regular classes, but you cannot turn them on during any of your exams. In addition, you may not take out any devices during examinations or it will be considered an attempt to gain an unfair academic advantage and you will be referred to SJACS.
ACCOMMODATION IN THE LANGUAGE PROGRAM: DSP

Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please present your letter of accommodation to your instructor as early in the semester as possible, preferably during the first week of classes. Arrangements for accommodations for chapter exams are done individually with your instructor. Requests for accommodations for final exams require the DSP test proctoring form, signed by the student and the professor and submitted to DSP by the student, two weeks prior to the beginning of the final exam period. DSP is located in STU 301 and is open 8:30 a.m.–6:00 p.m., Monday through Friday. The phone number for DSP is (213) 740-0776.

CONTACT WITH INSTRUCTORS

Your first contact is your instructor who may be reached through email, by telephone, or in person during office hours or by appointment. You can find contact information for the Program and the faculty on the Language Program page of the Department of Portuguese and Portuguese http://dornsife.usc.edu/Portuguese/faculty/.

The Director of the Spanish and Portuguese Language Programs, Dr. Gabriela C. Zapata, is also available to assist you via email (gzapata@usc.edu), phone (213-821-2201), or in person (THH 156N). Her walk-in office hours are Mondays and Wednesdays from 12:00 to 2:30 p.m., and Fridays from 2:00 to 3:30 p.m.

COURSE EVALUATION

The evaluation system is based on students’ ability to participate actively and effectively in a wide variety of language related activities both in and out of the classroom. This entails a kind of apprenticeship into the language and progress is a result of the students’ own efforts. A strategy of continuous application and fulfillment of course requirements will enable students to exercise a great deal of direct control over their final grade for this course.

SUMMARY OF DISTRIBUTION OF GRADES

<table>
<thead>
<tr>
<th>EVALUATION PROCEDURES</th>
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<tbody>
<tr>
<td>Administrative (20%)</td>
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<tr>
<td>Class Preparedness and Participation</td>
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<td>Homework</td>
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<tr>
<td>Interpersonal (15%)</td>
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<tr>
<td>Two Short Conversations with Conversation</td>
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<td>Partner (2.5 minutes per student per</td>
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<td>conversation)</td>
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<td>Final Interview with Instructor (5 minutes)</td>
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<td>Interpretive, Interpersonal, and Presentational (20%)</td>
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<td>Four Portfolio Entries (Activities and</td>
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<td>Reflection)</td>
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<td>Summative Assessment: Interpretive and</td>
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<td>Presentational (45%)</td>
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<tr>
<td>Five Chapter Exams</td>
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<td>Final Written Exam</td>
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<td>TOTAL</td>
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### GRADING SYSTEM

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### EXPLANATION OF EVALUATION PROCEDURES

#### 1. Make Up Policy

Be aware that the Language Program has a Make Up Policy, and that all course work responds to it. This means that in order to make up any work (specific assignments, exams, etc.) that you miss, you must present valid, original documentation to your instructor.

General university policy states that students who can verify that they were prevented from completing assignments due to illness or religious holidays are permitted to make up the work they missed. Students who miss class because of their performance in university-sponsored events, such as athletic competitions, fine-arts performances, ROTC activities, etc. are also allowed to make up the work they missed. The other valid reason for making up work is a death in the immediate family. Personal reasons for missing class cannot be excused. These include personal trips to attend university-sponsored events as a spectator, to visit family, to attend weddings (and the like), to attend court (except for jury duty), and other personal reasons, even when plane tickets have been purchased.

To make up missed class work, consult your instructor. Give your instructor the original of your excuse, who will verify it and attach it (or a copy of it) to the grade sheet.

#### 2. Attendance Policy

Given that the classroom is your primary source of Portuguese, absences (excused or not) hinder your ability to cultivate your Portuguese language proficiency. Each student is allowed 4 unexcused absences for the entire term. Note that if you are taking a two-hour class (MW or TTh classes), and you are absent for the two class hours, one absence will be counted for each hour you’re not in class. This means that if you’re not present for any of the two hours of class, you will get 2 absences. Two percent (2%) will be deducted from the student’s final course grade total for each unexcused absence beyond the allotted 4. Also, any unexcused absence will result in a grade of ZERO for the “participation” component on each day (or hour) absent, as well as, a grade
of ZERO will be given for any exams, assignments, or participation grade sheets that are not handed in or completed as a result of an unexcused absence.

Students must provide original documentation for all valid absences. For illness, a medical excuse from a doctor or other appropriate health care provider is required and is subject to confirmation. Students using the University Park Health Center should have a valid release on file at the UPHC with their instructor’s name on it. For university-sponsored events, an original memo from the appropriate advisor must be provided. Documentation from a newspaper, funeral, memorial service, etc., must be provided in the event of absence due to a death in the immediate family.

In order to assist you, we have summarized below the different components of the Portuguese courses. If after reading these sections, you have questions about your course, please be sure to ask your instructor.

3. Use of Portuguese and Instructors’ Feedback
This is a Portuguese course, therefore it will be taught in Portuguese. However, your instructor may occasionally use English if it is deemed pedagogically appropriate. For example, when providing feedback on the result of an exercise or assessment tool (e.g., a quiz), he/she may resort to English to ensure full understanding of the reason why an error was made, and to provide practical suggestions for improvement. To benefit from this course and to acquire a greater understanding of the language, students are expected to speak Portuguese as much as possible in class.

Throughout the semester, instructors will make constructive comments on students’ errors with the objective of helping students to recognize weaknesses in their learning process, and, above all, to provide them with ways to improve. You should take advantage of your instructors’ comments, following suggestions for improvement and continuing using Portuguese actively. Your instructor’s feedback should not be seen as a form of criticism, but as another facet of the learning process.

4. Participation
Purpose: To provide multiple evaluations of participation (oral and written) and engagement.

Participation consists of the assessment of the quality of the student’s contributions to the class and language learning. Participation is not an attendance grade, but rather a measure of each student’s language learning activity. If you appear not to be prepared (e.g., if you haven’t completed the exercises assigned on the schedule and/or the previous class), your grade will reflect this. If you are prepared and do not participate, your grade will suffer similarly. We expect that all students will engage in the course in ways that will advance language learning.

Participation will be evaluated through the level of preparation; discussions of readings and textbook exercises, etc.; participation in oral activities; contributions to pair and small group work; and use of Portuguese as the language of communication in the classroom. You are expected to use Portuguese to communicate with your fellow students and instructor at all times during your class (except when discussing your grades or any administrative matters related to your class). If you are absent and excused, you will earn the average of your performance for participation. You may consult with your instructor about your participation throughout the semester. Your participation grades will be posted on Blackboard in weeks 3, 7, 11, and 15.

5. Homework
Purpose:
- To give you the opportunity to experiment with and use Portuguese in a variety of activities/contexts.
• To help you prepare for your in-class work.

How they work:
• In-class Homework: Each day before class, students are expected to have the material outlined in the schedule (pp. 7–9) completed (e.g., all textbook exercises, reading and listening comprehension activities, compositions, or extra homework assigned by the instructor). **Any incomplete work will receive a grade of zero and a loss of points for the “Participation” component of the course.**

• Workboob Homework:
  o You will do your workbook exercises and practices outside of class in the workbook.
  o An assignment consists of every single activity for the lesson. Pay attention to spelling, capitalization, punctuation, and accentuation as you complete your work.
  o Your scores are housed in the Blackboard grade book. You must complete the activities by the deadline in syllabus. **Late homework will not be accepted.** You must complete all of the assignments for each of the lessons for your level unless otherwise instructed. No assignments will be dropped. **Activities that are not done or not submitted by the deadline will be registered as a zero.**

6. Conversations with Partner

**Purpose:**
• To give you the opportunity to speak Portuguese in a specific social context
• To evaluate you in the acquisition and use of Portuguese in the interpersonal mode

**How they work:**
You will be required to participate in **two short oral conversations** with a partner. These conversations will be presented in front of your instructor. **The oral conversations will last 5 minutes** (2.5 minutes per student). The dates for the conversations are listed on the schedule. **The topics of the conversations will NOT be announced beforehand;** however they will be based on the topics covered in class, for example in the Para conversar, and Situações sections of each chapter.

7. Final Oral Interview

**Purpose:**
• To give you the opportunity to speak Portuguese in a specific social context
• To evaluate you in the acquisition and use of Portuguese in the interpersonal mode

**How it works:**
The final oral interview will consist on a one-on-one conversation with your instructor. It will be conducted at the end of the semester, and you will be evaluated with regard to the expected proficiency level of students in your course. The interview will last 5 minutes.

8. Portfolio

**Purpose:** To give you the opportunity to work on different audio, oral and written texts, to interact with native speakers, and to know more about the target culture.

**How it works:**
You will have to complete **four comprehensive portfolio activities** related to the topics discussed in class. These tasks will require you to work with authentic materials, or to use Portuguese in the community, and to write reflections on your experience. The completed assignments will be submitted online (on Blackboard) on the deadline established in the schedule. Further details about the portfolio entries will be provided by the instructor at a later date during the semester.
9. Chapter Exams
Purpose: To validate comprehension of material in the chapter (interpretive and presentational modes), and to allow students to assess their knowledge of the material learned.
How they work:
Each exam may cover any and all of the material related to a particular lesson, and it will consist of reading and listening comprehension exercises and a short composition. The exams are significant measurements of your comprehension of the material in the lesson and should be viewed as interim assessments with regard to the final exam. The number of items on an exam is variable.

10. Final Exam
Purpose: To evaluate your progress in the acquisition of Portuguese in the interpretive and presentational modes.
How it works:
The exam will cover the material learned in all the chapters discussed during the semester, and it will consist of reading and listening comprehension exercises and a composition.

PROGRAMA/SCHEDULE:
- The instructor reserves the right to make changes to the schedule (excluding exams and composition dates) if he/she deems it pedagogically appropriate.
- The student is responsible for the notes/material from any classes missed.
- **Remember** to bring your textbook to class every day. You are responsible for all the material assigned that is listed on each day, and **you are required to complete ALL assigned activities** listed on the schedule or any assigned by the instructor **BEFORE you come to class.**
- **NOTE:** Any incomplete assignments will receive an automatic grade of **ZERO**

<table>
<thead>
<tr>
<th>Week/Date</th>
<th>Content</th>
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| 01 26-29 August | **Tuesday 27:** Syllabus, Introductions  
**Capítulo Preliminar: Primeiros Passos**  
Vocabulário (pp. 4-7); Para praticar! (p. 5); P-1; (p. 7); P-2; Cultura (p. 7)  
**Thursday 29:** Expressões (pp. 8-9); o alfabeto (p 10); Para praticar! (p. 8); P-33; (p. 9); P-4, P-5; (p. 10); P-7; Para escutar! (p. 9)  
Descrições (pp. 11-12); a sala de aula (pp. 13-15); Para conversar! (pp. 12); P-8, P-9; Para praticar! (p. 14); P-11; Para praticar! (p. 15); P-14, P-16; Para escutar (p. 15) |
| 02 2-6 September | **Tuesday 3:** Os números, dias e meses do ano (pp. 16-18); as horas (pp. 18-20); Para praticar! (pp. 16-17); P-16, P-18, P-19; Cultura (p.17 e p. 19); Para conversar! (p. 18); P-21; (p. 20); P-24  
**Thursday 5:** Atividade extra (BB)/Review  
Workbook Activities for Lição Preliminar due at the beginning of class  
**Lição 1: A universidade**  
A primeira vista (pp. 30-32); Cultura (p. 31 e 32); Para praticar! (p. 31); 1-1, 1-2, 1-3; Para conversar! (p. 32); 1-4, 1-5 |
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<tr>
<th>Date</th>
<th>Tuesday</th>
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<tr>
<td>03 9-12 Sept</td>
<td><strong>10:</strong> A vida dos estudantes (p.33-34); na universidade (p. 34); Para escutar! (p.34); 1-7; Para conversar! (p.34-36); 1-8, 1-9, 1-10; Para escutar! (p. 36); A e B Estrutura (pp. 37-39); Para praticar! (p.38): 1-12, 1-13; Para conversar! (p. 40-41); 1-14, 1-16, 1-17</td>
<td><strong>12:</strong> Leitura (p. 42); Estrutura (p. 43-46); Para praticar! (p. 42); 1-20; (p.45-46); 1-21, 1-22; Para conversar! (p. 46); Situações Atividade extra 1 (BB)/Review Nota de participação 1</td>
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<td>04 16-19 Sept</td>
<td><strong>17:</strong> Estrutura (pp. 46-48); Para praticar! (p. 48); 1-23, 1-25; Para conversar! (p. 48); 1-24; Estrutura (pp. 49-51) Para conversar! (p. 50); 1-27</td>
<td><strong>19:</strong> (p. 52); 1-28, 1-29, 1-30; (p. 63); Situações Atividade extra 2 (BB)/Review Portfolio Entry 1 Due Workbook Activities for Lição 1 due at the beginning of class</td>
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<td>05 23-26 Sept</td>
<td><strong>24:</strong> Exame 1 (conteúdo da lição preliminar e lição 1) Lição 2: Entre amigos À primeira vista (pp. 70-74); Para praticar! (p. 71-72); 2-1, 2-2, 2-3; Para conversar! (p. 74); 2-6</td>
<td><strong>26:</strong> Estruturas (pp. 77-79); Para praticar! (p. 79); 2-8, 2-9; Para conversar! (p. 80); Situações; Estrutura (pp. 82-84); expressões úteis (p. 87) Para conversar! (pp. 84-85): 2-12, 2-13, 2-14; (p. 88); 2-18 Atividade extra 1 (BB)/Review</td>
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<td>06 30 Sept 1-3 Oct</td>
<td><strong>1:</strong> Estrutura (pp. 90-91); Para conversar! (p. 91-92); 2-20, 2-21, 2-22; (p. 93); situações; Mais um passo (p. 93); Para praticar! (p. 94); 2-24; Para conversar! (p. 94); 2-26</td>
<td><strong>3:</strong> Para escutar! (p. 96); A e B; Para conversar! (p. 96); 2-26, Cultura (p.96); Para ler! (p. 97); 2-29, 2-30; 2-31; Para praticar! (p. 98-100); 2-32, 2-33; Cultura (p. 99)</td>
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<td>07 7-10 Oct</td>
<td><strong>8:</strong> Para escrever! (pp. 100-103); 2-34, 2-35, 2-36, 2-37. Projeto final (p. 102-103); Para praticar! (p. 102-103): 2-38, 2-39</td>
<td><strong>10:</strong> Atividade extra 2 (BB)/Review Workbook Activities for Lição 2 due at the beginning of class Exame 2 (conteúdo da lição 2) Nota de participação 2</td>
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<td>08 14-17 Oct</td>
<td><strong>15:</strong> Conversation with Partner #1 (5 minutes at time designated by instructor) Lição 3: Horas de Lazer À primeira vista (pp. 110-113); Cultura (p. 111); expressões úteis (p. 113) Para praticar! (p. 111); 3-1, 3-2, 3-3 Portfolio Entry 2 Due</td>
<td><strong>17:</strong> A comida (pp. 113-115); Para praticar! (p. 116); 3-4, 3-5; Para conversar! (p. 117): 3-6, 3-7, 3-8 Para escutar! (p. 118); Estruturas (pp. 119-120); Para praticar! (p. 120); 3-10; Para conversar! (pp. 121-122); 3-12, 3-13 e situações</td>
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<td>Date Range</td>
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<td>21-24 October</td>
<td>Estruturas (pp. 124-126); Para praticar! (p. 126): 3-16; Para conversar! 3-18, 3-20; Estruturas (pp. 128-129); Para praticar! (p. 129): 3-22; Para conversar! (p. 129): 3-23</td>
<td>Números (p. 132-133); Para praticar! (p. 134): 3-28; Para conversar! (p. 134): 3-29, 3-30.</td>
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<td>28-31 October</td>
<td>Para conversar! (p. 136): situações, Estrutura (pp. 136-137); Para praticar! (p. 137): 3-32; Para escutar! (p. 138): A e B; Para conversar! (p. 139): 3-34, 3-35.</td>
<td>Atividade extra (BB)/Review</td>
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<td>3-7 November</td>
<td>Estruturas (pp. 157-168); Para conversar! (p. 160-160): 4-11, 4-12, 4-13, 4-14; Leitura (pp. 124-125); Estruturas (p. 163-164); Para praticar! (p. 162): 4-15, 4-16; Para conversar! (pp. 164-165): 4-17, 4-18 e situações</td>
<td>Estruturas (pp. 165-167); Para conversar! (pp. 167-168): 4-19, 4-22; Estruturas (pp. 169-170); Para conversar! (p. 171): 4-24, 4-26 e situações</td>
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<td>11-14 November</td>
<td>Atividade extra (BB)/Review; Para escutar! (p. 176): A e B; Para conversar! (p. 176-177): 4-30, 4-31, 4-32, 4-33</td>
<td>Exame 4 (conteúdo da lição 4)</td>
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<td>18-21 November</td>
<td>Capítulo 5: A casa e os móveis; A primeira vista (pp. 190-192); Para praticar! (p. 192): 5-2; Para conversar! (p. 193): 5-3, 5-4, 5-6; As tarefas domésticas (p. 194); Para conversar! (p.195); 5-7; Estruturas (p. 197-198); Para escutar! (p. 196); Para praticar! (p. 199); 5-9; Estruturas (pp. 202-203); Para praticar! (p. 204): 5-13; Para conversar! (p. 204-205): 5-14, 6-15</td>
<td>Exame 5 (conteúdo da lição 5)</td>
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<td>25-26 November</td>
<td>Estruturas (pp. 205-207); Para praticar! (p. 207): 5-17; Estruturas (pp. 208-210); Para praticar e conversar! (p. 210-211): 5-19, 5-20, 5-31; Estruturas (pp. 214-215), Para conversar! (p. 216): 5-25, 5-26; (p. 217): situações</td>
<td>Oral interviews (5 minutes at time designated by instructor)</td>
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<td>2-6 December</td>
<td>Atividade extra (BB)/Review; Review for oral interview; Portfolio Entry 4 due; Workbook Activities for Lição 5 due at the beginning of class</td>
<td>Oral interviews (5 minutes at time designated by instructor)</td>
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<td>Exame 5 (conteúdo da lição 5)</td>
<td>Review for final exam</td>
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<td>Nota de participação 4</td>
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