



NAVA 1110 G-Navajo I section name section credit hours Credits **Syllabus**

Course Information

Meeting times and location: section meeting_times section location

Catalog description: The purpose of this beginning class is to develop listening, speaking, reading and writing skills to communicate at an elementary level. The course will use a communicative approach for students to learn about the fundamentals of vocabulary, grammar, conversation, and Navajo cultures.

Prerequisites: course prereqs

Terms offered: All Semesters

Section-specific Course Description:

Course Level Objectives

1. Gain a basic understanding of the Navajo sound system, including the sounds of the alphabet: vowel, consonants, diphthongs, high/low tones, nasal, and glottal stop.
2. Obtain and utilize Navajo words and phrases through demonstration of the written and spoken language.
3. Demonstrate the ability to use, combine, and integrate basic grammatical structures into meaningful sentences, including subjects, objects, and verbs.
4. Hold conversations concerning everyday situations with an elementary degree of fluency.
5. Understand and utilize both formal and informal Navajo language, such as ceremonial, classroom, home, and professional settings.
6. Develop an understanding and appreciation of Navajo, including values, traditions, works of art, and individual perspectives on evolving cultures.
7. Utilize critical thinking skills to make thoughtful cross-cultural comparisons and connections among beliefs, social interactions, and cultural practices.

General Education Student Learning Outcomes

This course meets the requirements set forth by the state of New Mexico for a general education course that is transferable to any public institution of higher education in New Mexico. Each general education course addresses three essential skills as outlined in the table below.

General Education Content Area	Essential Skills Associated with the Content Area
Communication	Communication, Critical Thinking, Information & Digital Literacy
Creative and Fine Arts	Communication, Critical Thinking, Personal & Social Responsibility
Humanities	Critical Thinking, Information & Digital Literacy, Personal & Social Responsibility
Mathematics	Communication, Critical Thinking, Quantitative Reasoning
Science	Critical Thinking, Personal & Social Responsibility, Quantitative Reasoning
Social & Behavioral Sciences	Communication, Critical Thinking, Personal & Social Responsibility

For further information on the Essential Skills, visit the [General Education Essential Skills](#) page.

Required Texts and/or Materials

NAVAJO LANGUAGE RENAISSANCE 9780010451672

Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at [San Juan College Help Desk](#).

For tickets and password reset: [San Juan College Help Desk](#)

For Canvas support information: [Canvas Support](#)

Accessibility/Privacy Policies for all Technology Tools Used

[Accessibility/Privacy Policies for all Technology Tools Used](#)

Course Requirements

Course Requirements:

- All homework listed below must meet the criteria.
- All written work that is neatly written, presentable, and double spaced will be accepted.
- Any homework incomplete will receive a zero.
- Any late work & make up have to be turned in two days after the due date and it will be graded at 75% but only if you have made prior arrangements with the instructor.
- After two days, the late work & make-up is not accepted and receive a zero.
- If you are absent, the required assignments are still due on the designated date.

Students will do the following activities:

1. Attendance: Class Participation via Zoom: (Weights 15% of Final Grade)

We will be spending much of our time in class, via Zoom, working together on activities during the scheduled class times and days. (Insert day and start and ending time here), Mountain Standard Time.

2. Rosetta Stone Navajo Content (Level 1: Unit 1 & 2): (Weights 25% of Final Grade)

Rosetta Stone Navajo “Core Stage” and “Individual Activities” are to be complete outside of class.

- In each unit, there are five lessons overall.
 - In each of the lessons, there is a Core Lesson and Individual Activities, Lesson 5 has the Milestone
 - The individual activities include: Grammar, Speaking, Listening, Listening & Reading, Vocabulary, Pronunciation, Reading, and Writing.
- In conclusion of each activity, you will be given a score of your total correct and total incorrect scores. The baseline overall score should be above 85%. If your score is below 85%, you may redo the activity only once to score at 85% or higher. Your score will be weighted toward the Navajo RS Core Stage and Activities homework.
- The status of each lesson and activity need to be “COMPLETED”. “INCOMPLETE/IN PROGRESS/NOT YET STARTED” status will receive a zero “0”.
- Download the Unit Lesson log and open a file specifically for the logs and save them in your file.
- Go to Navajo Rosetta Stone Classroom website [Click Here](#) and type in your username and password. You can also download the Navajo Rosetta Stone App onto your phone or tablet. Note: The “Writing” activity cannot be completed with the phone or tablet App, a laptop is required.
- Complete the Core Lesson and Activities specified on the log.
- Type in your scores in the Unit Lesson log, title it, and save it into your log file. After you have filled in your scores and saved it, upload and submit it in Canvas.
- Instructor Course Management (ICM): Instructor has access to each student’s progress. Student’s lesson log submission scores should match what the instructor sees in the ICM.
- **Technical Support:** Rosetta Stone Support: This site helps with technical difficulties, microphone setting, or to reset Navajo Rosetta Stone lesson. [Click Here](#) Inform your instructor about the technical issues, but you must call or contact Rosetta Stone to resolve the technical issue.

3. Written Journals: (Weights 10% of Final Grade)

In each lesson, there is a written journal, a total of six journals. The written journals are based on the lesson presented. The Journals are due biweekly. A detailed document written instruction will be presented and reviewed in class. The journals are available on CANVAS. Submit the journals online in Canvas. **The Final Assignments** are a summary of the journals, so it’s imperative that all journals be completed.

4. Unit Lesson Lectures & Review Questions: (Weights 10% of Final Grade)

There are two components to assignment a) view the lecture and b) complete and submit the “review questions” online.

a) On “CANVAS” view the lesson lecture. Void the review questions on the last page of each lecture. The review questions are now completed online.

b) After you have viewed the lecture, complete the “Review Questions” online in Canvas. These questions are based on how well you understand and comprehend the lecture. Read each question carefully, answer each one, and submit.

5. Oral Practice with the Navajo Tutor: (Weights 15% of Final Grade)

- You are responsible to view or print the specific tutoring assignments and reading that is assigned each week. Print the assignment. Prepare, practice, and complete the Oral Practice assignments. You are responsible for turning in the assignment online before or by the due date.
- Two Ways to Contact a Navajo Tutor:
 - Online Tutoring: Schedule appointments through the Calendar in Canvas.
 - Drop-In-Zoom Tutoring: Monday through Friday 9:00am-11:00am, 11:00am-1:00pm, 5:00pm-7:00pm
 - Virtual Drop-In Link [Click Here](#)
- Tutors are also available to guide you, to help you understand the lessons, and to practice with speaking and writing.
- Make-up Oral Practice: Only the previous week can be made-up with the tutor.

6. Unit Lesson Tests: (Weights 15% of Final Grade)

The tests are conducted at the end of each lesson. A laptop or desktop is required for taking the test. The tests are closed book and it will be proctored in the class session. You have 45 minutes to take the test.

7. Final Assignments: (Weights 10% of Final Grade)

- Complete the Written Theme and Individual Presentation
- Finals assignments are due either May 10 (Monday), 2021 during class time.

COVID Safe Practices for Being on Campus

Masks / cloth face coverings must be worn while on campus in accordance with the New Mexico public health order. If you feel that you cannot wear a mask due to health complications, please contact Disabilities Services:

disabilityservices@sanjuancollege.edu or call (505) 566-3271. Hand sanitizer stations are at all building entrances, please “wash in, wash out”--clean your hands when you

enter and before you leave. Classrooms and labs have been arranged to allow for social distancing; please respect your classmates and instructors by staying 6 feet away from everyone. You will be expected to disinfect your table or area prior to class and after class, cleaning products will be provided for this purpose. Check with your instructor for specific policies for their course. Please do not congregate in hallways or common areas, instead utilize our beautiful outside spaces and weather to visit with your friends and colleagues from a safe distance.

If you have been in contact with anyone who has tested positive for COVID-19, has symptoms, or is waiting on test results, contact your instructor and DO NOT come to class. If you have tested positive, have symptoms or are waiting on test results, contact your instructor and DO NOT come to class. Your health care provider or the assigned contact tracer will let you know when it is safe for you to be around others.

Student Support

Student Services and Support

The Student Support webpage provides information on counseling, tutoring, technical support, and many other support services available to San Juan College students.

[Student Support](#)

Academic Support

Academic Support webpage provides information on academic advising, the library, Testing Center, and the honors program.

[Academic Support](#)

Participation and Attendance Policy

1. **Daily ATTENDANCE and active class participation via Zoom** are necessary and mandatory for improving your communication skills and your understanding of the language.
2. Zoom Class Session Etiquette:
 - Interact and communicate in a mature, respectful, thoughtful, and supportive manner.
 - Mute your speaker/mics, and "un-mute" only if you have questions or comments and when the instructor asks for the whole class to repeat.
 - Dress appropriately

- The background setting should be 1) professional, 2) a quiet place, 3) no distractions or background noise, 4) Sit at a table, desk, or sofa with supplemental materials such as vocabulary, verb phrases, paper, and pencils)
 - Pay attention.
 - Excuse yourself if you need to and return promptly.
3. **Your participation in class activities weighs 15% of final grade.** To be successful, you need to be present for class. Daily class activities receive a “Participation” grade that cannot be made up. Absences and tardiness will affect that grade. In case of absence, it is your responsibility to communicate with your instructor prior to being absent. All the assignments and due dates are available in Canvas.
 4. Punctuality is expected and be prepared. No matter what the reason for the tardiness or absence, failure to attend class always results in missed opportunities to hear and speak Navajo.
 5. Communicate with me about any problems related to the course and your ability to complete the assignments, understand the material, and attend class. If a problem arises, e-mail or call my office as soon as possible. Please use the CANVAS email to communicate. Keep in touch and ask for help.
 6. Any electronic devices distract everyone; these devices are not welcome during class.
 7. Drop for Non-Attendance and/or Non-Participation can be viewed in “College Policies, #7” tab.

Other Classroom Policies and Expectations

The Navajo Language can vary and has "preferences" based on specific regions and/or family/social groups. "Preferences" is when a Navajo word is pronounced in different ways, based on region due to sound in nasal preference or translations. Some regions include Alamo, Canoncito, Tuba City, Window Rock, Counselor, East and Western Navajo. For example, the word for ice cream, can be 'abe' sik'azí, dah yistin, yas líkaní, or 'abe' yistiní. The verb phrase “running” maybe yishwoł, yishtał, or yishtł'éeł. Navajo Language has evolved over time and continues to change as the people name and describe what is in their present world (e.g. Science, technology, medicine etc). Keep these considerations in mind as you learn the Navajo language. Remember there is no right or wrong way to pronounce a word due to “Preferences”.

Canvas Participation and Expectations

Students are expected to login to Canvas every day before and after class to check homework, due dates, and emails. View the weekly modules such as “Read Me First”

and weekly assignment modules. Homework assignments are due at the beginning of class on the assigned due date. If the student does not understand the homework or the lesson, contact the instructor before the assignment is due. Students must be prepared for class.

Instructor Response Time

Communicate with the instructor about any problems related to the course and your ability to complete the assignments and understand the material. If a problem arises, please e-mail or call your instructor as soon as possible. Please use the CANVAS email for correspondence.

During the week the instructor will respond to phone calls or e-mails within 24 hours. During weekends, the response to phone calls or e-mails are within 48 hours. The instructor may deviate from this plan due to illness, being out of town, or attending a conference, etc.

Grades will be posted two days after you turn in an assignment during the week and three days during the weekend. All grades will be posted on Canvas. Keep in touch and ask for help.

Course Time Commitment

You should be prepared to dedicate at least 12 hours a week or more on assignments, homework, viewing and reading course material.

Grading

Final grades are calculated based on the following...

What does it mean to weight a grade? When grades are weighted, some assignments (e.g. Final Exam) or categories of assignments (e.g. Quizzes) count more than others.

Why not just assign more points to the things that are harder? In a perfect world this would work. However, there is far more flexibility in weighting grades. If an instructor decides that quizzes should make up 25% of the total points in a course, it doesn't matter whether there is 1 quiz, 5 quizzes or, heaven forbid, 50 quizzes. The total points earned for the quizzes still makes up 25% of the final grade. If an instructor decides to increase or decrease the workload based on the particular needs of any group of students, weighted grades make that easy. In a scenario where grades are weighted by category and the number of assignments in a category changes, no changes to the

course points or course guide would be necessary. If, on the other hand, the point system was used, and a change to the course assignments is needed, the total points for the class would change and the course guide would need to be updated.

How are the points for a weighted item calculated? Multiply each score over the total points possible by the weight. For example, the midterm is worth 100 points. If you earned 90/100 the calculation would be $.25(90/100)=.225$. Expressed as a percent, you earned 22.5%

Grading Scale:

- A = 90 % or higher
- B = 89-80
- C = 79-70
- D = 69-60
- F = 59 or below.

To determine final grades use the calculations above along with the table below...

Category	Weight
Navajo Rosetta Stone Log Book	25
Written Journals	10
Review Questions	10
Attendance: In Class Daily Participation	15
Oral Practice with the Navajo Tutor	15
Unit Lesson Test	15
Final Assignments: Themes & Presentation	
Navajo HSLC Student Only: Proposal, Service, Reflection, & Presentation are part of Final Grade	10
Total:	100%

Key Dates to Remember

[Full Academic Calendar](#)

Course Schedule

Weekly Assignments	Due Dates
Week 1:	
<ol style="list-style-type: none"> 1. Read the Syllabus & Complete Scavenger Hunt 2. Complete Unit 1 Lesson 1 Navajo Rosetta Stone Core Lesson & Activities 3. Complete Oral Practice: Review the Navajo Alphabets & recite to the Navajo Tutor 	
Week 2:	Due Dates
<ol style="list-style-type: none"> 1. View the Video “Basic Sentences” and Complete Review Questions 2. Complete: Introduce yourself to a class in Navajo 3. Complete: Unit 1 Lesson 1 Test 4. Complete Oral Practice: Describe the photo to the Navajo Tutor 	
Week 3:	Due Dates
<ol style="list-style-type: none"> 1. Complete Unit 1 Lesson 2 Navajo Rosetta Stone Core Lesson & Activities 2. Navajo HSLC Student only: Submit “Service Learning Registration Form” 3. Complete Oral Practice: Read ‘Ólta’di bee Na’anishígíí” to the Navajo Tutor 	
Week 4:	Due Dates
<ol style="list-style-type: none"> 1. View the Video “Everyday Item” and Complete Review Questions 2. Complete: Unit 1 Lesson 2 Test 3. Complete Oral Practice: "Question Activity" with the Navajo Tutor 4. Prepare Journal #1: Things You Encounter Everyday 	
Week 5:	Due Dates
<ol style="list-style-type: none"> 1. Submit Journal #1: Things You Encounter Everyday 2. Complete Unit 1 Lesson 3 Navajo Rosetta Stone Core Lesson & Activities 3. Complete Oral Practice: Read “Naaldlooshii" to the Navajo Tutor 	
Week 6:	Due Dates
<ol style="list-style-type: none"> 1. View the Video “Color & Size” and Complete Review Questions 2. Complete: Unit 1 Lesson 3 Test 	

<ul style="list-style-type: none"> 3. Navajo HSLC student only: Submit Proposal Due 4. Complete Oral Practice: "Describing Objects" with the Navajo Tutor 5. Prepare Journal #2: Answering Questions 	
Week 7:	Due Dates
<ul style="list-style-type: none"> 1. Submit Journal #2: Answering Questions 2. Complete Unit 1 Lesson 4 Navajo RS Core Lesson & Activities, & U1L5 Milestone 3. Complete Oral Practice: Read "Náamboo dóó 'Éé'" to the Navajo Tutor 	
Week 8:	Due Dates
<ul style="list-style-type: none"> 1. View the Video "Clothing & Quantities" and Complete Review Questions 2. Complete: Unit 1 Lesson 4 Test 3. Complete Oral Practice: "Question Activity & Writing" with the Navajo Tutor 4. Prepare Journal #3: Writing About Home 	
Week 9:	Due Dates
<ul style="list-style-type: none"> 1. Submit Journal #3: Writing About Home 2. Complete Unit 2 Lesson 1 Navajo Rosetta Stone Core Lesson & Activities 3. Complete Oral Practice: "Writing About A Family Member" to the Navajo Tutor 	
Week 10:	Due Dates
<ul style="list-style-type: none"> 1. View the Interactive Video "Family Relationships" and Complete Review Questions 2. Complete: Unit 2 Lesson 1 Test 3. Complete Oral Practice: "Possessive Pronouns" with the Navajo Tutor 4. Prepare Journal #4: Writing About Family Members 	
Week 11:	Due Dates
<ul style="list-style-type: none"> 1. Submit Journal #4: Writing About Family Members 2. Complete Unit 2 Lesson 2 Navajo Rosetta Stone Core Lesson & Activities 3. Complete Oral Practice: "Question Activity" to the Navajo Tutor 	
Week 12:	Due Dates

<ol style="list-style-type: none"> 1. View the Video "Around the House" and Complete Review Questions 2. Complete: Unit 2 Lesson 2 Test 3. Navajo HSLC student only: Service Package Forms & Reflection are Due 4. Complete Oral Practice: "Understanding Post Positions" with the Navajo Tutor 5. Prepare Journal #5: Description of Your Household 	
Week 13:	Due Dates
<ol style="list-style-type: none"> 1. Submit Journal #5: Description of Your Household 2. Complete Unit 2 Lesson 3 Navajo Rosetta Stone Core Lesson & Activities 3. Complete Oral Practice: "Question Activity Near & Far" to the Navajo Tutor 	
Week 14:	Due Dates
<ol style="list-style-type: none"> 1. View the Video "Making Acquaintances" and Complete Review Questions 2. Complete: Unit 2 Lesson 3 Test 3. Navajo HSLC student only: Presentation of Navajo HSL project 4. Complete Oral Practice: "Writing about Family Member" with the Navajo Tutor 5. Prepare Journal #6: Getting to Know You 	
Week 15:	Due Dates
<ol style="list-style-type: none"> 1. Submit Journal #6: Getting to Know You 2. Complete Unit 2 Lesson 4 Navajo RS Core Lesson & Activities, & U2L5 Milestone 3. View the Video "Clothing" and Complete Review Questions 4. Optional Complete Oral Practice "Rehearse your Final Presentation" Extra Credit 	
Finals:	Due Dates
<ol style="list-style-type: none"> 1. Complete: Written Four Themes 2. Present the Four Themes 	

College Policies

The following information also applies to your work in this class. If you have special needs for campus emergency situations, please inform me immediately.

1. Academic Accommodations - American with Disabilities Act (ADA)

If you believe you need academic accommodations due to physical or learning disabilities, you are encouraged to inform them as soon as possible. The coordinator can work with you in verifying your disabilities and developing accommodation strategies. Please go to [Disability Services Office](#), click the button for "Request for Services" and complete all the steps.

You can also contact the college's disability coordinator in the Advising/Counseling Center at 566-3271 or disabilityservices@sanjuancollege.edu. More information is available on the website listed above.

2. The Family Educational Rights and Privacy Act (FERPA)

Your personal information and grade are confidential. Aside from routine reporting to the college required for this course, I will not share such information with anyone unless I have your permission.

3. Academic Honesty Rules

San Juan College expects all students to adhere to the [Academic Honesty Rules](#) as posted online. These are the official guidelines for all classes at San Juan College (July 2006).

4. Student Conduct Statement

College is preparation for professional opportunities, and professional conduct is expected in courses, including online classes, as well as any written communications, and interactions with members of the college community. As part of our learning community, students are expected to interact and communicate in a mature, respectful, thoughtful, and supportive manner. Students who demonstrate disrespectful, hostile, belittling, bullying or other disruptive behavior will be subject to potential consequences and possible dismissal from the college. The college will take appropriate action when students demonstrate threatening behavior (to others or self). Students should refer to the Code of Conduct in the Student Handbook for additional information.

5. Student Safety

Keeping students safe is a priority, and part of that is ensuring that we have the ability to communicate emergency messages – whether for school closures due to weather or for more or urgent situations. Rave is San Juan College's emergency messaging system. Through your SJC student email, you will automatically receive email messages, however, it is also vital that you receive text messages. In order to receive the messages, you must register in a simple process with [Rave](#). When registering, please make sure that your mobile status is "confirmed."

The Department of Public Safety is available 24 hours per day. In an emergency, they can be accessed by calling 215-3091 or 566-3333.

In the event of an emergency, a Rave message will be sent, and depending on the situation, you will be instructed to do one of the following:

- Evacuate the building
- Shelter in place (Campus doors are locked, and operations continue as normal. During this situation, no one other than law enforcement is allowed in or out of the campus.)
- Lockdown (Campus doors are locked. All operations cease, and you should take cover in your immediate area. No one other than law enforcement is allowed in or out of the campus.)

6. Non-Discrimination, Sexual Harassment, and Retaliation.

San Juan College does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, genetic, veteran's status, or on the basis of any other category protected under federal, state and local laws. If you have experienced sexual harassment, sexual assault, or any other form of protected class discrimination, we encourage you to make a report. If you report to a faculty member, she/he/they are obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator. These disclosures include but are not limited to reports of sexual assault, dating/domestic violence, and stalking. You may also make a confidential report to a SJC Counselor. Please refer to San Juan College's [Title IX](#) site for further details.

San Juan College's Title IX Coordinator is Stacey Allen, Assistant Director of Human Resources/Equity, Diversity, and Inclusion Officer. The office is located at the Educational Services Center Building, 2nd Floor, Human Resources, Room 4243 at (505) 566-3515 or allens@sanjuancollege.edu.

7. Drop for Non-Attendance and/or Non-Participation

Class Attendance and Participation Expectation:

Face-to-Face -- Students are expected to attend and participate in class regularly. Any student missing more than 10% of consecutive class time, (For example, in a regular 15-week class that meets twice a week, this equates to the student missing 3 consecutive classes) without consultation with the instructor may be considered as having abandoned the course.

On-line -- Students are expected to participate regularly and submit all course assignments, based on the course guide definition. A student who does not submit any assignments during a consecutive 10% of the course (1.5 weeks of a 15-week

semester) without consulting the instructor, may be considered as having abandoned the course. Logging in does not meet the attendance standard.

Competency-Based Education Classes -- Students are expected to have regular and substantive interactions with their instructor and to actively work on course content. A student who has not submitted coursework, nor had substantive interactions with the instructor over a consecutive 10% of the term, without the instructor's prior approval, will be considered to have abandoned the competency progression. Last date of attendance will be recorded as the last date that coursework was submitted or that the student met with the instructor. For on-line learners, logging in does not meet the attendance standard.

8. Failure to Meet Class Participation Expectation:

Students who fail to meet participation expectations will have their last date of attendance recorded. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

9. Grading Policies

Incomplete: Incomplete Grade Assignment ([Incomplete Grades Information](#))

The grade of I (Incomplete) is given for passing work that could not be completed during the semester because of circumstances beyond the student's control. Ordinarily, the assignment of an I is given by the course instructor at the time final grades are due

In no case is an I grade to be used to avoid assignment of D or F grades for marginal or failing work or to require a student to enroll in the class the next semester because work was not completed on time. Circumstances warranting the issuance of an I grade must be beyond the student's control and must be documented on the appropriate form prior to approval.

I grades can be removed only during the subsequent 16 weeks from the end of term, or within the time limit set by the instructor. Removal of an I is accomplished by completing the work in a manner acceptable to the instructor. Re-enrollment in the course under the repeat option does not remove the prior grade of I. Students should not re-enroll for the course. An I not made up within 16 weeks or within the time limit set by the instructor will change to an F grade thereafter and cannot be

changed by work completion.

10. **Grade Appeals**

The policy for grade appeals is in the Academic Catalog.([Grade Appeal Policy](#))

Student Handbook

The Student Handbook provides information on Student support, student organizations, and San Juan College policies.

[Student Handbook](#)