

**Command Spanish® Program Data Sheet**  
for  
*Community Spanish: A Survival Guide for English Speakers*

**Materials Description and Content:** *Community Spanish: A Survival Guide for English Speakers* (Community Spanish, for short) is published by Command Spanish®, Inc. and consists of 95 pages bound in a 3-ring binder with 2 accompanying CDs and is a non-academic, non-grammar based manual designed for persons who want an easy and quick way to learn limited amounts of everyday Spanish. This manual is divided into three components: Speaking in Spanish; Listening in Spanish; and Cross-Cultural Issues.

**Speaking in Spanish:** This component will teach the participant how to “say” practical, common phrases and questions in Spanish. In addition to an introductory section that deals with how to pronounce Spanish, there are 16 different language menus covering a wide variety of Spanish phrases, expressions and questions for use in everyday interactions. Each language menu is divided into three columns: English, Spanish, and phonetic encoding.

**Listening in Spanish:** This component will teach the participant how to comprehend many basic and common expressions and phrases used in everyday Spanish. These language menus correspond in content and sequence with the language menus in the “Speaking in Spanish” component.

**Cross-Cultural Issues:** This component deals with some of the most fundamental and generic, non-nationality-specific aspects of Latino culture that may be misunderstood by non-Latinos. Included are such topics as the Latino family structure, Latino demographics, and the Latino surname system. Optional 1 – 2 hours based on *Spanish-Speakers and You*.

**Goal:** The overall goal is to prepare English-speaking people to speak and understand small amounts of general and basic Spanish found in most routine interchanges in daily life. In addition, *Community Spanish* provides basic cultural information about Spanish-speaking groups in the hope of informing and educating English-speakers about unique aspects of Latino culture.

**Objectives:** Upon completion of this program, participants will be able to say a few words or phrases of kindness or respect to Latinos they meet in shopping malls, supermarkets, school meetings, parks, churches, and other public places. Participants will also have a better understanding of the most common cultural differences between Latinos and non-Latinos.

**Methods of Instruction:** Modeling, intensive drill, choral response, alpha-beta line, learning pairs and triads, Total Physical Response, role-playing, simulations, situation cards, and lecture.

**Intended Audience:** Any English-speaker who wishes to learn limited amounts of everyday Spanish.

**Length of Instruction:** 8-24 hours.

**Special Considerations:** Each of the above mentioned components can either be studied independently; however, we encourage you to study all three, either sequentially or in tandem.

# Community Spanish: A Survival Guide for English Speakers

## Table of Contents

Table of Contents .....		How to Use This Manual .....	vi
Acknowledgements & Language Consultants .....	iv	Disc Content .....	vii
Introduction .....	v		
<b>“Speaking in Spanish” COMPONENT [CD #1].....</b>			<b>1</b>
Section I: Spanish Pronunciation .....			2
Section II: Titles .....			6
Section III: Greetings .....			6
Section IV: Goodbyes .....			7
Section V: Status Inquires.....			7
Section VI: Etiquette and Social Niceties.....			8
Section VII: Introducing Yourself.....			9
Section VIII: Introducing Others.....			9
Section IX: Personal Data .....			10
Section X: Numbers.....			13
Section XI: Compliments, Likes, and Dislikes .....			16
Section XII: Holiday Greetings .....			17
Section XIII: Communication Strategies .....			18
Section XIV: Emergency Spanish.....			19
Section XV: Calming and Reassuring an Individual .....			21
Section XVI: Giving Directions .....			22
Section XVII: Small Talk.....			24
Section XVIII: Ordering Food and Drink in a Mexican Restaurant.....			25
<b>“Listening in Spanish” COMPONENT [CD #2].....</b>			<b>26</b>
Section XIX: Titles .....			27
Section XX: Greetings .....			27
Section XXI: Goodbyes .....			28
Section XXII: Status Inquiries .....			29
Section XXIII: Etiquette and Social Niceties.....			30
Section XXIV: Introducing Yourself.....			31
Section XXV: Introducing Others.....			32
Section XXVI: Personal Data .....			33
Section XXVII: Numbers.....			37
Section XXVIII: Compliments, Likes, and Dislikes .....			38
Section XXIX: Holiday Greetings .....			39
Section XXX: Communication Strategies .....			39
Section XXXI: Emergency Spanish.....			40
Section XXXII: Calming and Reassuring an Individual .....			44
Section XXXIII: Giving Directions .....			45
Section XXXIV: Small Talk.....			46
Section XXXV: Ordering Food & Drink in a Mexican Restaurant.....			47
Section XXXVI: Possible Responses to Basic Questions .....			48
<b>“Cross-Cultural Issues” COMPONENT .....</b>			<b>49</b>
Section XXXVII: Introduction to Latinos .....			49
Section XXXVIII: Latino Demographics .....			51
Section XXXIX: Latino Names [bonus track #21 on CD #2] .....			54
Section XL: Notes on the Spanish Language.....			57
Section XLI: Levels of Language Ability .....			58
Section XLII: Family Matters.....			59
Section XLIII: Religion .....			59
Section XLIV: Body Language.....			60
Section XLV: Traditions and Celebrations .....			62
Section XLVI: Latino Food and Drink.....			64
Section XLVII: Latino Rhythms and Dancing.....			68
<b>Appendices.....</b>			<b>70</b>
Appendix A: Telling Time .....	70	Appendix G: Occupations .....	79
Appendix B: Dates .....	71	Appendix H: Places.....	81
Appendix C: Signs.....	72	Appendix I: Deciphering Addresses .....	83
Appendix D: Spanish Alphabet.....	73	Appendix J: Relationships .....	84
Appendix E: Mexican Food Glossary .....	74	Appendix K: Grade Equivalency Table.....	85
Appendix F: Colors .....	78		