

**SCHOOL OF ASIAN & EUROPEAN LANGUAGES & CULTURES**

**Japanese Programme**

**JAPA 302**

**Japanese Language 3B**

[2nd Trimester]

**Course Outline (2006)**

**Staff:**

Yushi Ito	Course Coordinator	vZ706 Phone 463-6464 Email: <a href="mailto:yushi.ito@vuw.ac.nz">yushi.ito@vuw.ac.nz</a>
Mitsue Sandom	Core Class	vZ709 Phone 463-6457
Chiharu Namba	Tutorials	vZ707 Phone 463-6458
Shirley Pack, Administrator Hours: Mon-Fri 9:45 – 4.30pm		vZ610 Phone 463-5635

The lecturer will be available for consultation during normal working hours.

Students are encouraged to watch the Japanese Programme noticeboards (7th floor, von Zedlitz) for information on courses, programme changes, as well as Japanese Culture Club activities.

**Timetable:**

1. Core Class:

Tue 11-1 HU214 or Tue 3-5 HU221  
Thu 3-5 HU221

2. Tutorials:

Wed 1-2 vZ710 or Wed 2-3 vZ710 or Wed 3-4 vZ710

**Aims and Content of Course:**

JAPA 302 builds on language skills developed in JAPA 301, and introduces students to higher level Japanese. This course is designed for those who wish to advance their oral and reading competency and develop translation and writing skills. If your grade in

JAPA 301 is a C level, you are strongly advised to spend much more time in studying Japanese in order to pass JAPA 302. A tentative outline of course content is attached.

JAPA 302 will cover lessons 8, 9, 10, 11, 12, 13, 14 and 15 of the textbook and supplementary material will be used. Videos will also be shown in order to familiarise students with Japanese communication.

#### Prescribed Texts

Nobuko Mizutani, *An Integrated Course for Intermediate Modern Japanese* (ALC Press) (\$78.95).

One lot of supplementary material may be obtained from Student Notes. (\$15.00).

#### **Assessment and Course Objectives:**

This course has two main objectives, and each is of equal importance. Students who pass JAPA 302 should

- Have enough competence in both spoken and written Japanese to sit for Level 2 or Level 1 of the Japanese Language Proficiency Test.
- Have a good understanding of Japanese Culture to communicate with the Japanese.

All tests/assignments are conducted internally and will be based on:

1.	Two 50 minute progress written (10%) and listening (5%) tests	$15\% \times 2 =$	30%
2.	Two written assignments	$5\% + 10\% =$	15%
3.	Drama test		10%
4.	Speech and discussion at tutorial		10%
5.	Oral test		10%
6.	Final 40 minute listening test		10%
7.	Final 70 minutes written test		<u>15%</u>
		Total	100%

Drama, speech and discussion, oral test and final listening test are designed to assess students' competence in spoken Japanese. Written assignments and final written test are designed to assess their competence in written Japanese. Your progress will be checked by progress tests.

a) Drama test (10%)

Students (a group of 3-4) must present a short memorised play (10 minutes) at the tutorial. They are not allowed to read their notes.

b) Speech and Discussion at tutorial (10%)

Students are required to give speeches (5 minutes) and invite discussion in class (5 minutes). They can choose the topics of their speeches and are not allowed to read their notes.

c) Oral test (10%)

(1) Students read aloud from reading material.

(2) Students discuss or talk about a certain topic with their partners. They are not allowed to read from their notes.

d) Final listening test

Listening to a 40 minute tape and answering the questions.

Each student's progress will be assessed regularly by assignments and progress tests. Please refer to the attached course schedule regarding lesson plans, dates for tests or due dates for assignments.

e) Whenever you wish your lecturer to provide comments and feedback on your performance, you are encouraged to contact the coordinator.

**Workload and Mandatory Course Requirements:**

a) Students are required to attend 5 hours of tuition per week. **Attendance at tutorials is compulsory.**

In order to be assessed for a final grade:

(1) Students must attend at least 75% of all lectures and tutorials.

(2) Students must sit all tests.

(3) All assignments must be submitted by their due dates.

b) The university guideline for average number of study hours per week including class contact hours for a 300 level half year 24 point course is 18 hours per week.

c) Students are expected to organize themselves to practice Japanese conversation with their classmates or Japanese native speakers for one hour per week. Without this effort it would be impossible to ever be able to speak Japanese.

- d) Students are expected to listen to and watch the tapes and videos recommended by the lecturer at the Language Learning Centre for at least one hour per week.
- e) If your progress is not satisfactory despite spending a large amount of time on study, you should consult the coordinator. Students can knock on his door (Room 706, von Zedlitz) and make an appointment.

**Penalties:**

- a) If you are unable to sit the tests due to unforeseen reasons, you must contact the lecturer prior to the tests and if it is a medical reason, you have to provide a medical certificate.
- b) If you miss the tests without giving prior warning, the mark of this test will be nil.
- c) If you are unable to submit your assignment on due date, you must contact the lecturer before that date and if it is a medical reason, you have to provide a medical certificate.
- d) If you fail to submit your assignment on due date without giving prior warning, the mark of this assignment will be nil.

**Contact Person for Students with Disabilities:**

Dr Andrew Barke  
vZ705 Phone 463 6467  
[Andrew.Barke@vuw.ac.nz](mailto:Andrew.Barke@vuw.ac.nz)

**Contact Person for Maori and Pacific Students:**

Dr Keren Smith  
vZ514 Phone 463 5798  
[keren.smith@vuw.ac.nz](mailto:keren.smith@vuw.ac.nz)

### **General University policies and statutes**

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar available in hard copy or under 'About Victoria' on the VUW home page at [www.vuw.ac.nz](http://www.vuw.ac.nz).

### **Student and staff conduct**

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor or refer to the statute on the VUW policy website at:

[www.vuw.ac.nz/policy/studentconduct](http://www.vuw.ac.nz/policy/studentconduct)

The Policy on Staff Conduct can be found on the VUW website at:

[www.vuw.ac.nz/policy/staffconduct](http://www.vuw.ac.nz/policy/staffconduct)

### **Academic grievances**

If you have any academic problems with your course you should talk to the tutor or lecturer concerned; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; VUWSA Education Coordinators are available to assist in this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievance Policy which is published on the VUW website at:

[www.vuw.ac.nz/policy/academicgrievances](http://www.vuw.ac.nz/policy/academicgrievances)

### **Academic integrity and plagiarism**

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

*The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.*

It is still plagiarism even if you re-structure the material or present it in your own style or words.

*Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.*

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website:

[www.vuw.ac.nz/home/studying/plagiarism.html](http://www.vuw.ac.nz/home/studying/plagiarism.html)

### **Students with Impairments** (see Appendix 3 of the Assessment Handbook)

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, please contact the course coordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building:

telephone: 463-6070

email: [disability@vuw.ac.nz](mailto:disability@vuw.ac.nz)

The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

### **Student Support**

Staff at Victoria want students to have positive learning experiences at the University. Each faculty has a designated staff member who can either help you directly if your academic progress is causing you concern, or quickly put you in contact with someone who can. In the Faculty of Humanities and Social Sciences the support contact is **Dr Allison Kirkman, Murphy Building, room 407**. Assistance for specific groups is also available from the Kaiwawao Maori, Manaaki Pihipihinga or Victoria International.

In addition, the Student Services Group (email: [student-services@vuw.ac.nz](mailto:student-services@vuw.ac.nz)) is available to provide a variety of support and services. Find out more at:

[www.vuw.ac.nz/st\\_services/](http://www.vuw.ac.nz/st_services/)

VUWSA employs Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office (tel. 463-6983 or 463-6984, email at [education@vuwsa.org.nz](mailto:education@vuwsa.org.nz)) is located on the ground floor, Student Union Building.