



SCHOOL OF ASIAN AND EUROPEAN LANGUAGES AND CULTURES

## Chinese Programme

### Chin 312

Chinese Language 3B

[2nd Trimester - 24points]

## Course Outline (2007)

### Staff:

Dr Limin Bai, Senior Lecturer [Course Co-ordinator]

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Changying Li, Lecturer

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Shirley Pack, Administrator

vZ610 Tel: 463-5635

Hours: Mon-Fri 9.45 - 4:30pm

[Email: [Shirley.Pack@vuw.ac.nz](mailto:Shirley.Pack@vuw.ac.nz)]

The lecturers and tutor will be available for consultation during normal working hours.

Students are encouraged to watch the Chinese Programme notice boards (Level 7 von Zedlitz) for information on courses, programme changes, as well as Chinese Culture Club activities.

### Timetable:

1. Lectures:

Mon 1-2pm HM LT 001 Limin Bai

and Tue 1-2pm HM LT 001 Changying Li

and Thur 1-2pm HM LT 001 Changying Li

and Fri 1-2pm HM LT 001 Limin Bai

- |    |                  |          |              |
|----|------------------|----------|--------------|
| 2. | <u>Tutorials</u> |          |              |
|    | Tue 11-12 pm     | 22KP 104 | Wu Min       |
|    | Tue 2-3 pm       | 22KP 104 | Wu Min       |
| 3. | <u>A/V Class</u> |          |              |
|    | Fri 3-4 pm       | vZ011    | Changying Li |

Tutorials and A/V classes will begin in the second week of the 2nd Trimester.

Information on any timetable changes will be announced in lectures and posted on the Chinese Programme notice boards.

### **Aims and Content of Course:**

This course, which builds on language skills acquired in CHIN 311, introduces the students to advanced intermediate level Chinese, concerning a) reading, writing and translation, and b) listening comprehension and conversation.

A large portion of this paper is structured around Book 3 of *New Practical Chinese Reader*, from Lesson 33 onward. It aims to provide students with a grammatical grounding in the language that will be useful for students to progress to more advanced study of Chinese, to learn communication skills in Chinese, and to obtain some basic facts of Chinese people and their culture. Students are expected to improve their reading comprehension, writing ability and translation skills, and to obtain a reasonably broad range of vocabulary, useful phrases and expressions.

A/V sessions held in the Language Learning Centre focus on the skills of listening and speaking Chinese. Most students are eager to make progress towards fluency in speaking Chinese, but no one can achieve this goal by only attending lectures and tutorials, as it requires self-motivated practice every day. The A/V sessions, however, provide some guidance in making the grammatical Chinese language functional and active, which may be helpful to students who wish to improve their communication skills in Chinese.

### **Texts**

- *New Practical Chinese Reader: Textbook*, Book 3 (Beijing, 2002) [\$52.95]
- *New Practical Chinese Reader: Workbook*, Book 3 (Beijing, 2002) [\$31.95]
- *Beginner's Chinese Dictionary*, Tuttle (\$28.93)

Available from Vicbooks, Student Union Building.

## Assessment Requirements:

Assessment is internal and based on a combination of continuous assessment throughout the course, speech presentations/conversations, one mid-term and one final test, and an A/V final test. This combination is felt to be most appropriate to a language acquisition paper. Whilst it allows both students and staff to monitor individual progress closely, it also provides yardsticks against which to measure this progress. Students are encouraged to develop regular study habits and to become increasingly autonomous in their learning. Assessment is weighed in the following manner:

### Written assignments and tests

- 5 assignments, each worth 4%, each to be submitted one week after being handed out 20%
- Mid-term Written Test (17 August) (Duration: 50 minutes) 25%
- Final Written Test (12 October) (Duration: 50 minutes) 35%
- Oral/A/V Test (Week of 1-5 October) 20%

### Lateness:

The late submission of assignments and/or essays must be negotiated with the lecturer concerned before the due date and, depending upon circumstances, may be penalised.

## Workload Requirements:

Faculty workload guidelines suggest that students should devote a total of 15 hours a week, including class contact hours, to this course for its duration in order to maintain satisfactory progress.

Students are required to attend four lectures per week and course attendance should be at least 75% of all classes offered.

### Contact Person for Students with Disabilities:

Dr Andrew Barke

vZ704 Tel: 463 6467

[Email: [Andrew.Barke@vuw.ac.nz](mailto:Andrew.Barke@vuw.ac.nz)]

### Contact Person for Maori and Pacific Students:

Dr Keren Smith

vZ514 Tel: 463 5798

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

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

[www.victoria.ac.nz/policy/staffconduct](http://www.victoria.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.victoria.ac.nz/policy/academicgrievances](http://www.victoria.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.victoria.ac.nz/home/studying/plagiarism.html](http://www.victoria.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 contacts are **Dr Allison Kirkman, Murphy Building, room 407** and **Dr Stuart Brock, Murphy Building, room 312**. Assistance for specific groups is also available from the Kaiwawao Māori, Manaaki Pihipihinga or Victoria International.

### ***Manaaki Pihipihinga Programme***

This programme offers:

- Academic mentoring for all Māori & Pacific students at all levels of undergraduate study for the faculties of Commerce & Administration and Humanities & Social Sciences. Contact [Manaaki-Pihipihinga-Programme@vuw.ac.nz](mailto:Manaaki-Pihipihinga-Programme@vuw.ac.nz) or phone 463 6015 to register for Humanities & Social Science mentoring and 463 8977 to register for mentoring for Commerce and Administration courses
- Postgraduate support network for the above faculties, which links students into all of the post grad activities and workshops on campus and networking opportunities
- Pacific Support Coordinator who can assist Pacific students with transitional issues, disseminate useful information and provide any assistance needed to

help students achieve. Contact; [Pacific-Support-Coord@vuw.ac.nz](mailto:Pacific-Support-Coord@vuw.ac.nz) or phone 463 5842.

Manaaki Pihipihinga is located at: 14 Kelburn Parade, back court yard, Room 109 D (for Humanities mentoring & some first year Commerce mentoring) or Room 210 level 2 west wing railway station Pipitea (commerce mentoring space). Māori Studies mentoring is done at the marae.

***Student Services***

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.victoria.ac.nz/st\\_services/](http://www.victoria.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.