

JAPA 112 Elementary Japanese

School of Languages & Cultures

Trimester 2 2008

18 Points

STAFF

Mitsue Sandom, Lecturer, Course Coordinator
Room VZ 707, Tel: 463-6458
Email: Mitsue.Sandom@vuw.ac.nz

Mari Amano, Tutor
Room VZ 716, Phone 463-5098

Akiko Yamashiro, Tutor
Room VZ 707, Phone 463-6458

Shirley Pack, Administrator
vZ610 Tel: 463-5635, Fax 463-5419
Hours: Mon-Fri 9.45 – 4.30pm
Email: Shirley.Pack@vuw.ac.nz

CLASS TIMES AND ROOMS

- a) Lectures (4 hours per week)
- | | |
|------------------|---------------------|
| Tue 12-2 (KK204) | Thu 12-2 (KK204) or |
| Tue 3-5 (KK204) | Thu 3-5 (KK202) |
- b) Tutorials* vZ710 (one hour per week)
- | | |
|-----------|----------|
| Fri 10-11 | Fri 12-1 |
| Fri 11-12 | Fri 1-2 |

*There will be no tutorials in the first week of term.

AIMS, OBJECTIVES AND CONTENT* OF COURSE:

This course is designed to increase basic proficiency in oral and written Japanese, including hiragana, katakana and kanji. 144 new kanji will be introduced. By using the core text, *Genki I: An Integrated Course in Elementary Japanese (Lessons 7-12)*, it is hoped that students will gain the ability to communicate effectively in a variety of practical situations and at the same time develop a keen awareness of the function of the language culturally and sociologically.

On completion of this course students should have acquired an elementary competence in Japanese (in listening, speaking, reading and writing), and a basic understanding of Japanese culture. Students will be able to sit for Level 4 of the Japanese Language Proficiency Test after completion of JAPA112.

*A tentative outline of the course content can be found at the end of this Course Outline.

Prescribed Texts:

Genki I: An Integrated Course in Elementary Japanese, Japan Times (\$82.95)

Genki I: An Integrated Course in Elementary Japanese Workbook, Japan Times (\$41.95) available at the University Book Centre.

ASSESSMENT OF THE COURSE

This course is internally assessed. Assessment covers all four skills of reading, writing, listening and speaking. Tests are given throughout the course to enable the lecturer and students to monitor progress in language acquisition.

Assessment Requirements:

1. 18 Vocabulary Quizzes 18 x 1% = 18%

Vocabulary quizzes are held regularly to help students prepare in advance for classes and assist in the retention of new vocabulary items. Each quiz is worth 1%.

2. 6 Kanji Tests (approx 10 minutes) 6 x 2% = 12%

3. 1 Progress Test 20%

The Progress Test consists of a 15-20 minute listening test (5%) and a one-hour written test (15%) and focuses on grammar learnt in Lessons 7 ~ 8. It is assumed, however, that students will know the vocabulary and kanji from previous lessons.

4. 2 Oral Tests (approx 10 minutes) 2 x 10% = 20%

5. Final Test (approx 1 hour) 30%

The Final Test consists of a 15-20 minute listening test (10%) and a one-hour written test (20%) and focuses on grammar learnt in Lessons 9 ~ 12. It is assumed, however, that students will know the vocabulary and kanji from previous lessons.

TOTAL 100%

The test and quiz dates are written on the attached course schedule. Vocabulary quizzes, listening tests and written tests will be conducted during lecture time, while kanji tests will be held during tutorial times. Individual times for the oral tests will be advised later.

Grading Procedures:

In determining the grades for each course, the Japanese Programme uses the University's standard marking scheme, which is as follows:

Pass:	A+	85% or over
	A	80% - 84%
	A-	75% - 79%
	B+	70% - 74%
	B	65% - 69%
	B-	60% - 64%
	C+	55% - 59%
	C	50% - 54%
Fail	D	40% - 49%
	E	Below 40%
	K	Fail due to not satisfying mandatory course requirements

WORKLOADS AND MANDATORY COURSE REQUIREMENTS

- a) Students are required to attend 5 hours of tuition per week. A minimum of 80% of all classes including tutorials must be attended.
- b) Only the class/tutorial a student is enrolled in may be attended. If a student finds he/she can no longer attend a class/tutorial time due to a change in personal circumstances, he/she must consult with the course coordinator and submit a Change of Course form when appropriate.

- c) All assignments must be submitted and all tests sat.
- d) The University guideline for average number of study hours per week including class contact hours for a 100 level half year 18 point course is 15 hours per week. (5 hours in class and 10 hours work in your own time.)
- e) Students are expected to organize themselves to practice Japanese conversation with their classmates or Japanese native speakers for at least one hour per week. This additional effort outside of class time is crucial for students to become fluent in speaking Japanese.
- f) Students are expected to listen to and watch tapes and videos recommended by the lecturer at the Language Learning Centre for at least one hour per week.
- g) If a student's progress is not satisfactory despite spending a large amount of time on study, the Course Coordinator should be consulted. Students should feel free to consult the coordinator at any time with any queries.

PENALTIES

- a) If a quiz or test is unable to be sat due to extraordinary circumstances such as a family bereavement (supported by a letter explaining the circumstances) or health problems (supported by a medical certificate), the lecturer must be contacted prior to the time of assessment.
- b) If prior notification of absence is not received, the piece of assessment missed will receive a nil mark. No substitute tests will be offered.
- c) Failure of a student to fulfil the attendance requirements for the course even though their course mark reached 50% will result in a student receiving a K grade (fail due to not satisfying mandatory course requirements).
- d) Students caught cheating in any form will be required to submit a written letter of apology and explanation for their behaviour to the Japanese Programme (via the Asian Languages Administrator, Level 6, von Zedlitz Building) for consideration. Failure to do so will result in all further assessment receiving a nil mark.

FEEDBACK TO STAFF ABOUT THE COURSE

Students are encouraged to collaborate with the lecturer in decisions affecting workloads, teaching practices and methods of assessment for the course. Toward the end of the trimester students will also be asked to provide feedback on this course by means of questionnaires.

STUDENT REPRESENTATIVES AND STUDENT EVALUATIONS

In the second week of lectures, staff will facilitate the election of a class representative. Student reps are a valuable means of communication between teaching staff and students. Each trimester student reps of SLC courses will meet together with the Head of School. At the end of the course all students will be asked to fill out questionnaires prepared by the University's Teaching and Development Centre in order to evaluate individual lecturers' performance and/or the course as a whole.

JAPA 112 TENTATIVE OUTLINE OF COURSE CONTENT 2008

Week	Lecture (Tue)	Lecture (Thu)	Tutorials (Fri)
wk 1 7~11 July	Introduction Revision In the J. Class (p.225)	Genki L7	(no tutorial in 1 st week)
wk 2 14~18 July	Genki L7 [V.Quiz 1 (L7)]	Genki L7 [V.Quiz 2 (L7)]	Genki L7
wk 3 21~25 July	Genki L8 [V.Quiz 3 (L7)]	Genki L8 [V.Quiz 4 (L8)]	Genki L7 [Kanji Test 1 (L7)]
wk 4 28 Jul.~ 1 Aug.	Genki L8 [V.Quiz 5 (L8)]	Genki L8 [V.Quiz 6 (L8)]	Genki L8 [Kanji Test 2 (L8)]
wk 5 4~8 August	[Progress Test]	Genki L9 [V.Quiz 7 (L9)]	Genki L9
wk 6 11~15 August	Genki L9 [V.Quiz 8 (L9)]	Genki L9 [V.Quiz 9 (L9)]	Genki L9 [Kanji Test 3 (L9)]
wk 7 1~5 September	Genki L10 [V.Quiz 10 (L10)]	Genki L10 [V.Quiz 11 (L10)]	Genki L10
wk 8 8~12 September	Genki L10 [V.Quiz 12 (L10)]	Genki L10 [V.Quiz 13 (L11)]	Genki L10 [Kanji Test 4 (L10)]
wk 9 15~19 September	Genki L11 [V.Quiz 14 (L11)]	Genki L11 [V.Quiz 15 (L11)]	Genki L11
wk 10 22~26 September	Genki L11 [V.Quiz 16 (L12)]	Genki L12 [V.Quiz 17 (L12)]	Genki L11 [Kanji Test 5 (L11)]
wk 11 29 Sep.~ 3 Oct.	Genki L12 [V.Quiz 18 (L12)]	Genki L12	Genki L12 [Kanji Tst 6 (L12)]
wk 12 6~10 October	Revision	[Final Test]	

JAPA 112 TENTATIVE TEST SCHEDULE 2008

8 Jul [Tue]		2 Sep [Tue]	VQ10 (L10) (Text p.192) ➤ Nouns (あき～はる)
10 Jul [Thu]		4 Sep [Thu]	VQ11 (L10) (Text p.192~3) ➤ Nouns (パンツ～りんご), い Adjectives, な Adjectives
		Tutorial [Fri]	
15 Jul [Tue]	VQ1 (L7) (Text p.134) ➤ Nouns	9 Sep [Tue]	VQ12 (L10) (Text p.193) ➤ う Verbs, る Verbs, Irregular Verbs, Adverbs & Other Expressions
17 Jul [Thu]	VQ2 (L7) (Text p.134~5) ➤ い Adjectives, な Adjectives, う Verbs	11 Sep [Thu]	VQ13 (L11) (Text p.212) ➤ Nouns (オーストラリア～ドライブ)
Tutorial [Fri]		Tutorial [Fri]	KANJI TEST 4 (L10)
22 Jul [Tue]	VQ3 (L7) (Text p.135) ➤ る Verbs, Irregular Verbs, Adverbs & Other Expressions	16 Sep [Tue]	VQ14 (L11) (Text p.212) ➤ Nouns (ビール～ルームメート), U-Verbs
24 Jul [Thu]	VQ4 (L8) (Text p.152) ➤ Nouns (あさって～なつ)	18 Sep [Thu]	VQ15 (L11) (Text p.213) ➤ Ru-Verbs, Irregular Verbs, Adverbs & Other Expressions
Tutorial [Fri]	KANJI TEST 1 (L7)	Tutorial [Fri]	
29 Jul [Tue]	VQ5 (L8) (Text p.152) ➤ Nouns (なにか～らいげつ), な Adjectives, U-Verbs (あめがふる～いう)	23 Sep [Tue]	VQ16 (L12) (Text p.228) ➤ Nouns (あし～はな)
31 Jul [Thu]	VQ6 (L8) (Text p.153) ➤ U-Verbs (いる～もっていく), Ru-Verbs, Irregular Verbs, Adverbs & Other Expressions	25 Sep [Thu]	VQ17 (L12) (Text p.228~9) ➤ Nouns (はれ～ようじ), い Adjectives, な Adjectives
Tutorial [Fri]	KANJI TEST 2 (L8)	Tutorial [Fri]	KANJI TEST 5 (L11)
5 Aug [Tue]	PROGRESS TEST (L7~8)	30 Sep [Tue]	VQ18 (L12) (Text p.229) ➤ U-Verbs, Ru-Verbs, Irregular Verbs, Adverbs & Other Expressions
7 Aug [Thu]	VQ7 (L9) (Text p.172) ➤ Nouns	2 Oct [Thu]	
Tutorial [Fri]		Tutorial [Fri]	KANJI TEST 6 (L12)
12 Aug [Tue]	VQ8 (L9) (Text p.172~3) ➤ い Adjectives, な Adjectives, U-Verbs	7 Oct [Tue]	
14 Aug [Thu]	VQ9 (L9) (Text p.173) ➤ Ru-Verbs, Irregular Verbs, Adverbs & Other Expressions, Numbers	9 Oct [Thu]	FINAL WRITTEN (L9~12)
Tutorial [Fri]	KANJI TEST 3 (L9)	Tutorial [Fri]	

GENERAL ADVICE

Contact Person:

Students with Disabilities

and

Maori and Pacific Students

Dr Rick Millington vZ613 Phone 463 5976 Email: Rick.Millington@vuw.ac.nz

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; or suspension from the course or the University. Find out more about plagiarism, and how to avoid it, on the University's website:

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

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 hardcopy or under "about Victoria" on the Victoria homepage at:

http://www.victoria.ac.nz/home/about_victoria/calendar_intro.html

Information on the following topics is available electronically under "Course Outline General Information" at:

<http://www.victoria.ac.nz/home/about/newspubs/universitypubs.aspx#general>

- Student and Staff Conduct
- Academic Grievances
- Academic Integrity and Plagiarism
- Meeting the Needs of Students with Impairments
- Student Support