



**FACULTY OF HUMANITIES AND SOCIAL SCIENCES
SCHOOL OF LANGUAGES AND CULTURES**

**CHINESE PROGRAMME
CHIN 311 CHINESE LANGUAGE 3A**

20 POINTS

TRIMESTER 1 2014

Important dates

Trimester dates: 3 March to 2 July 2014

Teaching dates: 3 March to 6 June 2014

Easter/Mid-trimester break: 18 April to 4 May 2014

Last assessment item due: 6 June 2014

Study week: 9 – 13 June 2014

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds. If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/students/study/exams/aegrotats.

Names and contact details

Course Coordinator

Dr Limin Bai

Senior Lecturer:

Office: vZ718

Phone: 463 6462

Email: limin.bai@vuw.ac.nz

Office Hours: Monday 2-3 pm and Thursday 2-3 pm

Administrators:

Nina Cuccurullo

Office: vZ610

Phone: 463 5293

Email: nina.cuccurullo@vuw.ac.nz

Sarah Walton

Office: vZ610

Phone: 463 5318

Email: sarah.walton@vuw.ac.nz

School Office hours: 9.00am to 4.30pm Monday to Friday

**Contact Person for Māori
and Pasifika Students:**

Dr Vanessa Frangville

Office: vZ703

Phone: 463 6463

Email: vanessa.frangville@vuw.ac.nz

Contact Person for Students with Disabilities: Dr Margaret Sutherland
Office: vZ615
Phone: 463 5975
Email: margaret.sutherland@vuw.ac.nz

School Website: www.victoria.ac.nz/slc

Times when the Coordinator will be available for student consultation are posted on their office doors. If you need to see them outside these times, email them to make an appointment.

Class times and locations

Lectures:

Monday	3.10pm – 4.00pm	KK (Kirk) 204
Tuesday	3.10pm – 4.00pm	KK (Kirk) 204
Wednesday	3.10pm – 4.00pm	KK (Kirk) 204
Thursday	3.10pm – 4.00pm	KK (Kirk) 204

Tutorials:

Tuesday	2.10pm – 3.00pm	KK (Kirk) 204
Wednesday	2.10pm – 3.00pm	KK (Kirk) 204

Please note that tutorials start in the **second** week of the trimester. Students must choose tutorial groups by signing up using the S-cubed system - <https://signups.victoria.ac.nz>. You remain in your allotted group for the whole course, unless a change is authorised by the Course Coordinator.

Communication of additional information

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

Important information regarding the course will also be posted on Blackboard. Students are advised to check Blackboard regularly.

Prescription

This course builds on the language skills acquired at 200 level. Cultural topics reinforce understanding of the language and people.

Course content

This course, which builds on language skills acquired in CHIN 212, 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 course is structured around Book 3 of *New Practical Chinese Reader*, from Lesson 27-32. 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 about 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.

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 tutorial

sessions provide some guidance in making the grammatical Chinese language functional and active, which may help students improve their communication skills in Chinese.

Learning objectives

Students passing this course will be able to:

1. obtain a grammatical grounding in the language for more advanced study of Chinese
2. read and translate authentic Chinese material of intermediate level
3. write a short passage in Chinese with proper sentence structures and correct words and phrases
4. be capable of communicating relatively complex ideas in Mandarin Chinese
5. understand intermediate Chinese audio material on similar topics to the texts of Lessons 27-32.

Teaching format

This course is delivered through four one-hour lectures and one tutorial per week.

Mandatory course requirements

In order to pass this course students, in addition to achieving an overall pass mark of 50%, must

1. submit at least 2 out of 3 written assignments and complete all tests.
2. attend at least 80% of all classes offered.

Workload

The University Assessment Handbook has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. Students enrolling in a one-trimester 20-point course should work on average 13 hours per week including contact hours.

Assessment

Assessment is internal and based on a combination of continuous assessment throughout the course, one mid-trimester written test, one final written test, and final oral and A/V tests. This combination is felt to be most appropriate to a language acquisition course. 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:

Assessment items and workload per item	%	CLO(s)	Due date
1 3 written assignments (about 150-250 words/characters)	5% each	1,2,3	1. Thursday 20 March 2. Thursday 3 April; 3. Thursday 15 May
2 Mid-trimester written test (50 minutes)	25%	1,2,3	Thursday 10 April
3 Final written test (50 minutes)	35%	1,2,3	Thursday 29 May
4 Oral test (10 minutes) and A/V test (50 minutes)	25%	4,5	week of 2 – 6 June

An aegrotat pass can be considered only when a candidate has completed at least 30% of the course assessment.

Students are expected to write clearly. Where work is deemed 'illegible', the options are:

- the student will be given a photocopy of the work and asked to transcribe it to an acceptable standard (preferably typed) within a specified time frame after which penalties will apply;
- if the student does not transcribe it to an acceptable standard, the work will be accepted as 'received' (so any associated mandatory course requirements are met) but not marked.

Submission and return of work

Students can submit their assignments directly to the lecturer in class or to the SLC Office on the 6th floor of von Zedlitz between the hours of 10am and 2pm each day. A Student ID card will need to be shown to collect work.

Assignments are to be marked and returned within two weeks of the due date in class.

Extensions and penalties

The due dates for the assignments must be adhered to. Although work may be accepted late in special circumstances, the Course Coordinator should always be contacted on or before the due dates if there is a problem. The penalty for work presented late without prior approval is a 5% deduction per day for a week following the due date. No assignment will be accepted and marked after that week.

Set texts

New Practical Chinese Reader: Textbook, Book 3 (Beijing: Beijing Language and Culture University Press, 2002)

New Practical Chinese Reader: Workbook, Book 3 (Beijing: Beijing Language and Culture University Press, 2002)

Set texts can be purchased from Vic Books, Ground Floor Easterfield Building, Kelburn Parade. They can also be ordered online at www.vicbooks.co.nz. Orders and enquiries can be emailed to enquiries@vicbooks.co.nz.

Class representative

A class representative will be elected in the first week, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students. Class reps will attend a meeting with the Head of School to discuss how the course is going and to raise any concerns or suggestions that they may have. You can find out more information on Class Representatives on the VUWSA website: www.vuwsa.org.nz

Language Learning Centre (LLC)

The Language Learning Centre (LLC) is the University's technology-rich, multimedia centre supporting language learning.

At the LLC you can practise and extend your language learning. You can:

- Find materials to support your language studies, including dictionaries, textbooks and graded readers.
- Study independently using language learning software, audio material and DVDs.
- Find a welcoming environment with services and events, and onsite assistance and support for languages
- Become a Language Buddy or find a conversation group.

Visit the LLC on Level 0, von Zedlitz Building and take a look at our website www.victoria.ac.nz/llc

Student feedback

Response to feedback for this course will be discussed in class or delivered via Blackboard.

Student feedback on University courses may be found at

http://www.cad.vuw.ac.nz/feedback/feedback_display.php

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Aegrotats: www.victoria.ac.nz/students/study/exams/aegrotats
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Resolving academic issues: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Special passes: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Student Contract: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Subject Librarians: <http://library.victoria.ac.nz/library/resources/subjectcontacts.html>
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- VUWSA: www.vuwsa.org.nz