



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

**JAPANESE PROGRAMME  
JAPA 204 JAPANESE LANGUAGE 2A**

**20 POINTS**

**TRIMESTER 1 2014**

Please read through this material very carefully in the first week of the course, and refer to it regularly.

**Trimester 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

**Withdrawal dates:** Refer to [www.victoria.ac.nz/students/study/withdrawals-refunds](http://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](http://www.victoria.ac.nz/students/study/exams/aegrotats).

**Names and contact details**

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

**Contact Person for Māori and Pasifika Students** Dr Vanessa Frangville  
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**School Website:** [www.victoria.ac.nz/slc](http://www.victoria.ac.nz/slc)

Staff are available to consult with students during the hours indicated on their office doors.

### Class times and locations

a) Lectures: (3 hours per week)

Monday	1.10pm – 2.00pm	MY (Murphy) 632 and
Wednesday	1.10pm – 3.00pm	MY (Murphy) 632

b) Tutorials: (2 hours per week)

	Tuesday	12noon – 12.50pm	vZ (von Zedlitz) 011
<b>OR</b>	Tuesday	2.10pm – 3.00pm	vZ (von Zedlitz) 003
<b>OR</b>	Tuesday	3.10pm – 4.00pm	vZ (von Zedlitz) 003

**AND**

	Friday	11.00am – 11.50am	vZ (von Zedlitz) 506
<b>OR</b>	Friday	12noon – 12.50pm	vZ (von Zedlitz) 710
<b>OR</b>	Friday	2.10pm – 3.00pm	vZ (von Zedlitz) 515

- Please note that Friday tutorial classes start in the first week of the trimester and Tuesday tutorial classes start in the second week.

Students must choose tutorial class 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

Any additional information relating to this course may be found on Blackboard and the Japanese notice board situated on the 7<sup>th</sup> floor of the von Zedlitz Building. You are advised to check Blackboard and the notice board regularly.

### Prescription

This course is designed for those who have achieved NCEA Level 3 in Japanese or its equivalent, or passed JAPA 112 to develop further all four language skills; reading, writing, listening and speaking. By the end of this course, students will acquire the knowledge of basic Japanese grammar and will understand approximately 380 kanji.

## Course learning objectives (CLOs)

Students who pass this course should be able to:

1. Communicate orally and in writing at an upper-elementary level about matters of a general nature.
2. Recognise the meaning(s) and reading(s) of approximately 380 kanji in addition to the two kana syllabaries (reading and writing skills)
3. Recognise and appropriately apply upper-elementary grammar of modern Japanese (oral, aural, reading and writing skills)
4. Gain an upper-elementary understanding of Japanese society and culture through language study on this course, and apply that to their communication with Japanese people on topics of a non-specialist nature (intercultural competence).

## Teaching format

Grammatical structures and cultural aspects of the language will be introduced in the lectures and students will also practice the four skills of reading, writing, speaking, and listening. In the tutorials, further practice will be given for reading and writing Japanese. Students' oral skills will also be a main focus.

## Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:

1. Attend 80% of all classes including tutorials;
2. Submit the written assignment;
3. Sit all tests (more than 10%).

## 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 a 20 point course should work on average 17 hours per week including contact hours – i.e. in the case of JAPA 204, approximately 12 hours of private study outside class time.

- a) Students are expected to attend 5 hours of tuition per week and contribute willingly and appropriately to class activities.
- b) Students are recommended to spend on average 75 minutes of preparation before each hour of class and 30 minutes of revision within a day or two afterwards.
- c) Students are expected to organize themselves to practise Japanese conversation with their classmates or Japanese native speakers for one hour per week outside class time. With this effort, you are likely to speak more fluent Japanese.
- d) Students are expected to listen to/watch Audio-Visual materials recommended for the course 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 should feel free to consult the Course Coordinator at any time with any queries.

## Assessment

This course is entirely internally assessed. Assessment covers all four skills of reading, writing, listening and speaking. Students' progress is monitored throughout the course by continuous assessment. Kanji and vocabulary quizzes are held regularly to help students prepare for classes and assist in the retention of new kanji and vocabulary items. Oral presentation is a creative group work to facilitate learning from each other and to practice oral and written Japanese through preparation of draft and presentation. This will be individually marked. Final written and listening tests are given

at the end of the course to consolidate and evaluate students' overall acquisition of the language in all four skill areas. The assessment requirements of the course are as follows:

Assessment items and workload per item		%	CLO(s)	Due date
1	Written progress test (approx. 70 minutes)	24%	1, 2, 3, 4	16 April
2	Aural progress test (approx. 20 minutes)	6%	1, 3	16 April
3	Written assignment (400 characters)	8%	1, 2, 4	9 April
4	6 x Online Vocabulary Quizzes (approx. 5 minutes) <i>Vocabulary quizzes are to be accessed and completed using Blackboard on the due dates</i>	2% x 6 =12%	1, 2	21 March, 4 April, 17 April, 16 May, 23 May, 30 May
5	6 x Online Kanji Quizzes (approx. 6 minutes) <i>Kanji quizzes are to be accessed and completed <u>in class</u> using Blackboard on the due dates</i>	1% x 6 =6%	1, 2	25 March, 8 April, 6 May, 13 May, 27 May, 3 June
6	Drama Presentation (10 minutes) Students (a group of 4) present a short memorised play. Reading from notes is not permitted. The student's contribution is individually assessed.	14%	1, 3, 4	26 May, 28 May
7	Final written test (approx. 70 minutes)	24%	1, 2, 3, 4	4 June
8	Final listening test (approx. 20 minutes)	6%	1, 3	4 June

The progress tests and final tests will be conducted in a scheduled class time.

Marking criteria for the written assignment will be based on content, appropriate length, use of appropriate kanji, vocabulary, grammar, sentence structure, and style.

Marking criteria for the oral presentation will be based on content and appropriate length (presentation), pronunciation and delivery (fluency), use of appropriate vocabulary, grammar, sentence structure (accuracy), and preparation.

### Submission and return of work

Students will be able to submit the written assignment at the SLC Office on the 6<sup>th</sup> floor of von Zedlitz, and collect marked work from the SLC Office on the 6<sup>th</sup> floor of von Zedlitz between the hours of 10am and 2pm each day, normally within three weeks after submission. Any unclaimed items of assessment and final test papers will be available for collection at the SLC office at the end of trimester. A Student ID card will need to be shown to collect work.

### Extensions and penalties

#### Extensions

The granting of extensions is at the discretion of the Course Coordinator. Extensions without penalty will be considered on the grounds of exceptional personal circumstances (illness, bereavement, etc) for which supporting evidence must be provided.

#### 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) For students who are unable to sit a test due to exceptional circumstances such as health problems or a family bereavement, alternative arrangements may be agreed to by the Course Coordinator, on presentation of a medical certificate or other appropriate document(s). Such arrangements must be made as soon as possible, at the latest the day after the test date. If the Course Coordinator has not been contacted by that day, a fail grade may be awarded.
- 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) Unless the Course Coordinator has granted an extension, the assignment that has been submitted late will be penalised by reduction of the grade for that item by 5% per day.

### Set texts

*Genki II: An Integrated Course in Elementary Japanese*, 2<sup>nd</sup> edition, Japan Times

*Genki II: An Integrated Course in Elementary Japanese Workbook*, 2<sup>nd</sup> edition, Japan Times

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](http://www.vicbooks.co.nz). Orders and enquiries can be emailed to [enquiries@vicbooks.co.nz](mailto:enquiries@vicbooks.co.nz).

### Recommended reading

Furigana English-Japanese dictionary. Kenkyusha

The Kenkyusha English- Japanese learner's pocket dictionary.

Basic Japanese-English dictionary. Oxford/Bonjinsha (also available at Vic Books)

The Kenkyusha Japanese-English learner's pocket dictionary.

The new Nelson Japanese-English character dictionary.

The Kanji dictionary.

牧野昭子・沢田幸子・重川明美・田中よね・水野マリ子（2000）みんなの日本語初級Ⅰ &Ⅱ『初級で読めるトピック25』スリーエーネットワーク。[Makino, Akiko et al. Shokyu de yomeru topikku 25] V. 1 & 2

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

## Course programme

### JAPA 204 TENTATIVE OUTLINE OF COURSE CONTENT 2014

<b>Week</b>	<b>Lecture (Mon)</b>	<b>Tutorial (Tue)</b>	<b>Lecture (Wed)</b>	<b>Tutorial (Fri)</b>	<b>Blackboard Online Quiz</b>
<b>wk 1</b> 3 ~ 7 March	Introduction	(no tutorial)	Lesson 13 p.11 (Workbook)	Lesson 13	
<b>wk 2</b> 10 ~ 14 March	Lesson 13	Lesson 13 Conversation 1	Lesson 13	LLC Orientation (vZ001)	
<b>wk 3</b> 17 ~ 21 March	Lesson 13 Assignment info	Lesson 13 Conversation 2	Lesson 14	Lesson 14	<b>Vocab Quiz 1 [L13] due on 21 March</b>
<b>wk 4.</b> 24 ~ 28 March	Lesson 14	Lesson 14 Conversation 3 <b>Kanji Quiz 1 [L13]</b>	Lesson 14	Lesson 15	
<b>wk 5</b> 31 March ~ 4 April	Lesson 15	Lesson 14 p.27 (Workbook)	Lesson 15	Lesson 15	<b>Vocab Quiz 2 [L14] due on 4 April</b>
<b>wk 6</b> 7 ~ 11 April	Lesson 15 Review [L13-15]	Lesson 15 Conversation 4 <b>Kanji Quiz 2 [L14]</b>	Lesson 16 <b>Assignment due on 9 April</b>	Lesson 16	
<b>wk 7</b> 14 ~ 17 April	Lesson 16 <b>Drama script due on 14 April</b>	Lesson 15 Conversation 5	<b>Progress Test on 16 April [L13-15]</b>	Lesson 16	<b>Vocab Quiz 3 [L15] due on 17 April</b>
<b>EASTER AND MID-TRIMESTER BREAK (18 April ~ 4 May 2014)</b>					
<b>wk 8</b> 5~ 9 May	Lesson 16	Lesson 16 Conversation 6 <b>Kanji Quiz 3 [L15]</b>	Lesson 17	Lesson 17	
<b>wk 9</b> 12 ~ 16 May	Lesson 17	Lesson 16 Conversation 7 <b>Kanji Quiz 4 [L16]</b>	Lesson 17	Lesson 18	<b>Vocab Quiz 4 [L16] due on 16 May</b>
<b>wk 10</b> 19 ~ 23 May	Lesson 18	Lesson 17 Conversation 8	Lesson 18	Lesson 18	<b>Vocab Quiz 5 [L17] due on 23 May</b>
<b>wk 11</b> 26 ~ 30 May	<b>Drama on 26 May</b>	Lesson 18 Conversation 9 <b>Kanji Quiz 5 [L17]</b>	<b>Drama on 28 May</b>	Lesson 18	<b>Vocab Quiz 6 [L18] due on 30 May</b>
<b>wk 12</b> 2 June ~ 6 June	Queen's BD (no lecture)	Lesson 18 Conversation 10 <b>Kanji Quiz 6 [L18]</b>	<b>Final Test [L16-18] on 4 June</b>	(no tutorial)	