ARTS3632 Professional Japanese A
Semester 1, 2016

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1. Course Staff and Contact Details

Course Convenor/Lecturer

<table>
<thead>
<tr>
<th>Name</th>
<th>Yumiko Hashimoto</th>
<th>Room</th>
<th>MB203</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone</td>
<td>(02) 9385-3722</td>
<td>Email</td>
<td><a href="mailto:y.hashimoto@unsw.edu.au">y.hashimoto@unsw.edu.au</a></td>
</tr>
<tr>
<td>Consultation Time</td>
<td>Monday 1-3 pm, or by appointment</td>
<td>For personal correspondence with the lecturer, use your uni mail account.</td>
<td></td>
</tr>
</tbody>
</table>

2. Course Details

Units of Credit (UoC) 6 Units of Credit

Course Description This is a first, second, or third year gateway course for students who aim at majoring /minoring in Japanese Studies. This course is also open to students for Diploma of Language, general elective and General Education if its prerequisite is satisfied. Further information is available in the Undergraduate Online Handbook. Prerequisite of the course is ARTS3631, JAPN3001 or equivalent. Those who have not completed one of the above at UNSW, must fill in the placement questionnaire available at https://hal.arts.unsw.edu.au/students/courses/language-placements

Course Aims

1. Develop student’s communication skills focusing on appropriate and effective use of various registers in the Japanese language.

2. Create a positive attitude amongst learners towards intercultural communication in general and towards Japan and the Japanese.

3. Nurture self-sufficient learners who can demonstrate autonomy in learning and who can continue learning on their own.

Student Learning Outcomes

1. Raise their linguistic and communicative competence to a higher level.

2. Expand their knowledge and use of the wide range of spoken and written styles in Japanese.

3. Enhance and refine their overall linguistic and paralinguistic skills for effective and appropriate communication in Japanese.

4. Acquire more learning skills, and will be able to share those learning skills with other

5. Develop their intercultural communication skills in their multi-ethnic learning environment, and will be able to use those skills when learning interactive competence in Japanese.

Graduate Attributes

1. An in-depth engagement with disciplinary knowledge via the Japanese language.


3. The ability to engage in independent and reflective learning in Japanese Studies.


5. The capacity for enterprise, initiative and creativity in Japanese Studies.

6. An appreciation of, and respect for, diversity in language and culture.
7. A capacity to contribute to, and work within, the international community.
8. The skills of effective communication in both English and Japanese.

3. Learning and Teaching Rationale

The course is designed to focus on Japanese language, communication and interaction in late-intermediate/early-advanced level. Emphasis is placed on developing student’s knowledge and ability of utilisation of Japanese communication style in a manner, which is culturally, functionally, and structurally appropriate in different situations.

This course is a fourth year-level language course. All students who have had some experience with the language, either as a heritage language or previous instruction, must fill in the placement questionnaire available at https://hal.arts.unsw.edu.au/students/courses/language-placements

4. Teaching Strategies

The course consists of one-hour lecture and two-hour tutorial per week.

The lecture is conducted in an interactive mode to introduce students to each week’s themes with discussion of new vocabulary and contents of reading materials. Group works in lectures will get students to know their peers from other tutorials, which helps to create interpersonal learning environment in a lecture room.

Tutorial follows to develop understanding the topics through developing students’ linguistic knowledge as well as their creative and analytical skills. Tutorial provides students various interactive works between students and an instructor for exercises and discussions in-depth.

In the course use of multiple teaching methods and modes of instruction such as visual, auditory and kinaesthetic based exercises or material will be applied. All lectures and tutorials are delivered in Japanese. Students must use Japanese to communicate each other and with the lecturer both in speaking and writing.

In addition, the students will develop a strong sense of COP (Community of Practice) through various activities to interact with different levels of Japanese speakers such as peers, junior students, and Japanese visitors.

The topics covered the course include:
- Japanese Speech Styles
- Japanese Theatre
- The History of Japan
- Japanese and Nature
- Current and Future Global Issues

Japanese Speech Styles examine different aspects of communication in Japanese. Some characteristic strategies will be explored and learnt including various speech styles (e.g. formality, gender, spoken and written) as well as functional expressions.
**Drama Project** provides the students an opportunity to familiarise themselves with traditional and modern Japanese theatre. The students also create their original play with the method of “Colloquial Contemporary Theatre”. This activity enhances students’ understanding and use of different speech levels and the concepts of humour. A production report will encourage the students to observe their own communication skills applied in the process of working with classmates for the project.

In the chapter of *The History of Japan*, three great historic heroes are introduced and glanced at their achievements as well as anecdotes discovering their interesting personal characters.

*Japanese and Nature* explores how Japanese culture has been influenced by the nature of four seasons covering some well-known *Haiku* to appreciate those world’s shortest poems.

*Current and Future Global Issues* encourage the students to express their own views and thoughts on various social problems to develop their communication strategies and critical thinking in Japanese for group discussions.

*Project Work* will offer the students a choice of two major work, Senpai Project and Iroiro Project. In Senpai Project the students attend a seminar of Introductory or Intermediate Japanese A every week to assist junior students by cooperating with sensei in a class. Iroiro Project consists of a variety of tasks, such as participating in lower levels of Japanese lectures, completing kanji and /or grammar workbooks, presentation, attending Japanese events. The students will choose two or more different tasks to fulfil the requirement.

### 5. Course Assessment

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Length</th>
<th>Weight</th>
<th>Learning Outcomes Assessed</th>
<th>Graduate Attributes Assessed</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written Tests</td>
<td>50 mins</td>
<td>20%</td>
<td>1,2,3,5</td>
<td>1,2,3,4,6</td>
<td>Wk 9 Lecture</td>
</tr>
<tr>
<td>Writing Tasks</td>
<td>10 mins</td>
<td>15%</td>
<td>1-5</td>
<td>1,2,3,6,8</td>
<td>Wk 1-13 Lectures</td>
</tr>
<tr>
<td>Performance Drama script</td>
<td>10 mins</td>
<td>5%</td>
<td>1-5</td>
<td>1-8</td>
<td>Wk 5 tutorial Wk 7 April 22</td>
</tr>
<tr>
<td>Production report</td>
<td>1000-ji</td>
<td>10%</td>
<td></td>
<td></td>
<td>Wk 13 tutorial</td>
</tr>
<tr>
<td>Speaking Test</td>
<td>50 mins</td>
<td>20%</td>
<td>1-5</td>
<td>1-6</td>
<td>Wk 13 June 3</td>
</tr>
<tr>
<td>Project Work</td>
<td>Progressive</td>
<td>20%</td>
<td>1-5</td>
<td>1-8</td>
<td>Wk 13 June 3</td>
</tr>
</tbody>
</table>

Further information on the above is to be available at the course Moodle.

**Please Note:** The Arts and Social Sciences Protocols and Guidelines state:

A student who attends less than 80% of the classes/activities and has not submitted appropriate supporting documentation to the Course Authority to explain their absence may be awarded a grade of UF (Unsatisfactory Fail).

The Attendance Guidelines can be found in full at: [https://www.arts.unsw.edu.au/current-students/academic-information/Protocols-Guidelines/](https://www.arts.unsw.edu.au/current-students/academic-information/Protocols-Guidelines/)
Grades

All results are reviewed at the end of each semester and may be adjusted to ensure equitable marking across the School.

The proportion of marks lying in each grading range is determined not by any formula or quota system, but by the way that students respond to assessment tasks and how well they meet the objectives of the course. Nevertheless, since higher grades imply performance that is well above average, the number of distinctions and high distinctions awarded in a typical course is relatively small. At the other extreme, on average 6.1% of students do not meet minimum standards and a little more (8.6%) in first year courses. For more information on the grading categories see https://my.unsw.edu.au/student/academiclife/assessment/GuideToUNSWGrades.html

Submission of Assessment Tasks

Assignments must be submitted electronically through Moodle (http://moodle.telt.unsw.edu.au/). You must use your zID login to submit your assignments in Moodle.

There are two “Learning Activities” in Moodle labelled according to the appropriate assessment. Please electronically submit your assignment to the correct “Learning Activity”.

<table>
<thead>
<tr>
<th>Assessment task to be submitted in Moodle</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drama tasks: script and report</td>
<td>April 22</td>
</tr>
<tr>
<td>Project work</td>
<td>June 3</td>
</tr>
</tbody>
</table>

** Please note the deadline to submit an assignment electronically is 4:00 pm on the due date of the assignment.

When you submit your assignment electronically, you agree that:

I have followed the Student Code of Conduct. I certify that I have read and understand the University requirements in respect of student academic misconduct outlined in the Student Code of Conduct and the Student Misconduct Procedure. I declare that this assessment item is my own work, except where acknowledged, and has not been submitted for academic credit previously in whole or in part.

I acknowledge that the assessor of this item may, for assessment purposes:

- provide a copy to another staff member of the University
- communicate a copy of this assessment item to a plagiarism checking service (such as Turnitin) which may retain a copy of the assessment item on its database for the purpose of future plagiarism checking.

Your assignment will be available with feedback in hard copy within three weeks of the due date.

You are required to put your name (as it appears in University records) and UNSW Student ID on every page of your assignments.

If you encounter a problem when attempting to submit your assignment through Moodle/Turnitin, please telephone External Support on 9385 3331 or email them on
If you are unable to submit your assignment due to a fault with Turnitin you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support you will automatically receive a ticket number, but if you telephone you will need to specifically ask for one. Turnitin also provides updates on its system status on Twitter.

For information on how to submit assignments online via Moodle: https://student.unsw.edu.au/how-submit-assignment-moodle

### Late Submission of Assignments

The Arts and Social Sciences late submissions guidelines state the following:

- An assessed task is deemed late if it is submitted after the specified time and date as set out in the course Learning Management System (LMS).
- The late penalty is the loss of 3% of the total possible marks for the task for each day or part thereof the work is late.
- Work submitted 14 days after the due date will be marked and feedback provided but no mark will be recorded. If the work would have received a pass mark but the lateness and the work is a compulsory course component a student will be deemed to have met that requirement. This does not apply to a task that is assessed but no mark is awarded.
- Work submitted 21 days after the due date will not be accepted for marking or feedback and will receive no mark or grade. If the assessment task is a compulsory component of the course a student will automatically fail the course.

The Late Submissions Guidelines can be found in full at: https://www.arts.unsw.edu.au/current-students/academic-information/Protocols-Guidelines/

The penalty may not apply where students are able to provide documentary evidence of illness or serious misadventure. Time pressure resulting from undertaking assignments for other courses does not constitute an acceptable excuse for lateness.

### 5. Extension of Time for Submission of Assessment Tasks

The Arts and Social Sciences Extension Guidelines apply to all assessed tasks regardless of whether or not a grade is awarded, except the following:

1. any form of test/examination/assessed activity undertaken during regular class contact hours
2. any task specifically identified by the Course Authority (the academic in charge of the course) in the Course Outline or Learning Management System (LMS), for example, Moodle, as not available for extension requests.

A student who missed an assessment activity held within class contact hours should apply for Special Consideration via myUNSW.
The Arts and Social Sciences Extension Guidelines state the following:

- A student seeking an extension should apply through the Faculty’s online extension tool available in LMS.
- A request for an extension should be submitted before the due time/date for the assessment task.
- The Course Authority should respond to the request within two working days of the request.
- The Course Authority can only approve an extension up to five days. A student requesting an extension greater than five days should complete an application for Special Consideration.
- The Course Authority advises their decision through the online extension tool.
- If a student is granted an extension, failure to comply will result in a penalty. The penalty will be invoked one minute past the approved extension time.

6. Attendance

The Arts and Social Sciences Attendance Guidelines state the following:

- A student is expected to attend all class contact hours for a face-to-face or blended course and complete all activities for a blended or fully online course.
- If a student is unable to attend all classes for a course due to timetable clashes, the student must complete the Faculty of Arts & Social Sciences Permitted Timetable Clash form (see information at Item 8 below). A student unable to attend lectures in a course conducted by the School of Education can apply for “Permission to Participate in Lectures Online”.
- Where practical, a student’s attendance will be recorded. Individual course outlines/LMS will set out the conditions under which attendance will be measured.
- A student who arrives more than 15 minutes late may be penalised for non-attendance. If such a penalty is imposed, the student must be informed verbally at the end of class and advised in writing within 24 hours.
- If a student experiences illness, misadventure or other occurrence that makes absence from a class/activity unavoidable, or expects to be absent from a forthcoming class/activity, they should seek permission from the Course Authority, and where applicable, should be accompanied by an original or certified copy of a medical certificate or other form of appropriate evidence.
- Reserve members of the Australian Defence Force who require absences of more than two weeks due to full-time service may be provided an exemption. The student may also be permitted to discontinue enrolment without academic or financial penalty.
- If a Course Authority rejects a student’s request for absence from a class or activity the student must be advised in writing of the grounds for the rejection.
- A Course Authority may excuse a student from classes or activities for up to one month. However, they may assign additional and/or alternative tasks to ensure compliance.
- A Course Authority considering the granting of absence must be satisfied a student will still be able to meet the course’s learning outcomes and/or volume of learning.
A student seeking approval to be absent for more than one month must apply in writing to the Dean and provide all original or certified supporting documentation.

The Dean will only grant such a request after consultation with the Course Authority to ensure that measures can be organised that will allow the student to meet the course’s learning outcomes and volume of learning.

A student who attends less than 80% of the classes/activities and has not submitted appropriate supporting documentation to the Course Authority to explain their absence may be awarded a final grade of UF (Unsatisfactory Fail).

A student who has submitted the appropriate documentation but attends less than 66% of the classes/activities will be asked by the Course Authority to apply to discontinue the course without failure rather than be awarded a final grade of UF. The final decision as to whether a student can be withdrawn without fail is made by Student Administration and Records.

Students who falsify their attendance or falsify attendance on behalf of another student will be dealt with under the Student Misconduct Policy.

7. Class Clash

Students who are enrolled in an Arts and Social Sciences program (single or dual) and have an unavoidable timetable clash can apply for permissible timetable clash by completing an online application form. Students must meet the rules and conditions in order to apply for permissible clash. The rules and conditions can be accessed online in full at: https://www.arts.unsw.edu.au/media/FASSFile/Permissible_Clash_Rules.pdf

For students who are enrolled in a non-Arts and Social Sciences program, they must seek advice from their home faculty on permissible clash approval.

8. Academic Honesty and Plagiarism

Plagiarism is presenting someone else’s thoughts or work as your own. It can take many forms, from not having appropriate academic referencing to deliberate cheating.

In many cases plagiarism is the result of inexperience about academic conventions. The University has resources and information to assist you to avoid plagiarism.

The Learning Centre assists students with understanding academic integrity and how to not plagiarise. Information is available on their website: http://www.lc.unsw.edu.au/plagiarism/. They also hold workshops and can help students one-on-one.

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However, more serious instances in first year, such as stealing another student’s work or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters
like plagiarism in an Honours thesis) or even suspension from the university. The Student Misconduct Procedures are available here:

### 9. Course Schedule

*To view course timetable, please visit: [http://www.timetable.unsw.edu.au/](http://www.timetable.unsw.edu.au/)*

<table>
<thead>
<tr>
<th>週・日付</th>
<th>トピック</th>
<th>講義</th>
<th>クラス</th>
<th>課題・提出日</th>
</tr>
</thead>
<tbody>
<tr>
<td>1: 2/29</td>
<td>コース紹介 スピーチスタイル</td>
<td>コースの概要</td>
<td>2 課 言葉のレベル</td>
<td>プロジェクト決定 3/1先輩、3色々</td>
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<tr>
<td>2: 3/07</td>
<td>スピーチスタイル対話劇</td>
<td>2 課</td>
<td>対話劇とは？</td>
<td>ワ</td>
</tr>
<tr>
<td>3: 3/14</td>
<td>伝統芸能</td>
<td>8 課</td>
<td>8 課 対話劇を作る</td>
<td>ワ</td>
</tr>
<tr>
<td>4: 3/21</td>
<td>対話劇、笑い</td>
<td>8 課</td>
<td>対話劇を作る</td>
<td>ワ</td>
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</table>

<table>
<thead>
<tr>
<th>3月25日〜4月1日</th>
<th>イースター、中間休暇</th>
</tr>
</thead>
<tbody>
<tr>
<td>5: 4/04</td>
<td>対話劇</td>
</tr>
<tr>
<td>6: 4/11</td>
<td>日本の歴史</td>
</tr>
<tr>
<td>7: 4/18</td>
<td>日本の歴史</td>
</tr>
</tbody>
</table>

| 8: 4/25         | この週の講義とクラスはありません |

| 9: 5/02         | テスト               | テスト   | 13課                            |
| 10: 5/09        | 日本人と自然         | 13課    | 倫甸 季節感                     | ワ 発 レ                          |
| 11: 5/16        | 世界の未来           | 15課    | 100人の村                       | ワ                               |
| 12: 5/23        | 世界の未来           | 15課    | 世界の問題                      | ワ                               |
| 13: 5/30        | 意見を言う           | 書く課題 | スピーチテスト                  | プロジェクト提出 6/3(金)         |

ワ: 漢字・文法ワークブック課題提出（色々プロジェクト）
発: 発表（色々プロジェクト）
レ: 授業参加レポート提出（先輩プロジェクト）

*この予定や内容は変更されることがあるので、最新の情報に注意すること。*
10. Course Resources

**Textbook Details**

3. Tobira: Grammar Power: Exercises For Mastery, Kuroshio Publishers

**Additional Readings**

See the course Moodle.

**Websites**

Tobira URL http://tobiraweb.9640.jp

2. Course Evaluation and Development

Courses are periodically reviewed and students’ feedback is used to improve them. Feedback is gathered using various means including UNSW’s Course and Teaching Evaluation and Improvement (CATEI) process.

3. Student Support

The Learning Centre is available for individual consultation and workshops on academic skills. Find out more by visiting the Centre’s website at: http://www.lc.unsw.edu.au

4. Grievances

All students should be treated fairly in the course of their studies at UNSW. Students who feel they have not been dealt with fairly should, in the first instance, attempt to resolve any issues with their tutor or the course convenors.

If such an approach fails to resolve the matter, the School of Humanities and Languages has an academic member of staff who acts as a Grievance Officer for the School. This staff member is identified on the notice board in the School of Humanities and languages. Further information about UNSW grievance procedures is available at: https://my.unsw.edu.au/student/atoz/Complaints.html

5. Other Information

**myUNSW**

myUNSW is the online access point for UNSW services and information, integrating online services for applicants, commencing and current students and UNSW staff. To visit myUNSW please visit either of the below links:

https://my.unsw.edu.au
https://my.unsw.edu.au/student/atoz/ABC.html
OHS
UNSW's Occupational Health and Safety Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For all matters relating to Occupational Health, Safety and environment, see http://www.ohs.unsw.edu.au/

Special Consideration

In cases where illness or other circumstances produce repeated or sustained absence, students should apply for Special Consideration as soon as possible.

The application must be made via Online Services in myUNSW. Log into myUNSW and go to My Student Profile tab > My Student Services channel > Online Services > Special Consideration.

Applications on the grounds of illness must be filled in by a medical practitioner. Further information is available at: https://my.unsw.edu.au/student/atoz/SpecialConsideration.html

Student Equity and Disabilities Unit

Students who have a disability that requires some adjustment in their learning and teaching environment are encouraged to discuss their study needs with the course convener prior to or at the commencement of the course, or with the Student Equity Officers (Disability) in the Student Equity and Disabilities Unit (9385 4734). Information for students with disabilities is available at: http://www.studentequity.unsw.edu.au

Issues that can be discussed may include access to materials, signers or note-takers, the provision of services and additional examination and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.