



Arts & Social
Sciences

School of Humanities and Languages

ARTS1630, Introductory Japanese A Semester 1, 2014

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1. Course Staff and Contact Details			
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Course Convenor			
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2. Course Details	
Units of Credit (UoC)	6 Units of Credit
Course Description	<p>The course introduces the Japanese sound system, basic greetings as well as a number of basic Japanese structures and vocabulary expressed in Hiragana and Katakana syllabaries that are essential to basic Japanese communication. They are taught through five social/cultural topics following the textbook, Nakama Book 1a chapters:</p> <ol style="list-style-type: none"> 1. Self-introduction 2. Discussion of location 3. Discussion of daily routines 4. Discussion of Japanese homes 5. Discussion of leisure time <p>In each topic, while studying the language, students are challenged to discover different approaches to viewing the world around them linguistically and culturally, and are given the opportunity to understand current sociocultural issues in Japan. They are also inducted into the learning routine necessary to succeed in the fast paced learning of a foreign language.</p>

Course Aims	<p>This course aims to provide opportunities for basic development of interactive skills in the Japanese language. Extended speaking and comprehension (listening and reading) skills are promoted, while writing skills are also introduced. You should be aware that this is a demanding course which requires constant attention to learning how to interact in Japanese. It is fast paced and students are expected to do much of their learning OUTSIDE the classroom.</p>	
Student Learning Outcomes	1.	introduce and talk about yourself in a simple manner.
	2.	develop and sustain a simple conversation with a speakers of Japanese when talking about themselves, their lives and so on.
	3.	read and write <i>hiragana</i> , <i>katakana</i> , and 28 <i>kanji</i> fluently.
	4.	understand problems of intercultural interaction with Japanese nationals.
Graduate Attributes	1.	the skills involved in scholarly enquiry in Japanese-based disciplinary studies,
	2.	the ability to engage in independent and reflective learning in Japanese Studies,
	3.	information literacy in Japanese Studies,
	4.	an appreciation of, and respect for, diversity in language and culture,
	5.	the skills required for collaborative and multidisciplinary work,
	6.	the skills of effective communication in both English and Japanese.

3. Learning and Teaching Rationale

This course consists of five (5) classroom hours per week made up of a **Lecture** followed by a **Tutorial**, then a **Seminar**. The **Lecture** is on Monday (10 am and repeated at 3pm). The lecture is two hours. **Tutorials** can be attended on Tuesdays and Wednesdays. **Seminars** can be attended on Wednesdays, Thursdays and Fridays. The tutorials are one-hour, while the seminars are two-hour blocks. In the classes there is more intensive interaction with the your teacher and your classmates.

Your Seminar class is designated as your Homeroom, where your Seminar teacher is your homeroom teacher. You can communicate with your classmates and teacher from your Seminar via **Moodle** in which you will find a discussion thread specific to your Seminar.

Attendance: You must attend at least 80% of LECTURES, tutorials AND seminars.

Attendance and participation is emphasized in order for you to learn Japanese effectively. The instructor is also under no obligation to accept overdue homework or to reschedule any tests. If you miss a class, it is your responsibility to find out what material was covered during your absence and to approach the teacher responsible. The onus is on you to also keep a record of your attendance. Coming late to class after 30 minutes or leaving your class earlier more than 30 minutes will not be considered for attendance (although you are welcome to stay and practice). Please note that the course runs 13 weeks plus the examination period. Early examinations will not be given.

Lecture mode

- Lectures will be conducted in an interactive mode. Be prepared to participate in interaction. Discussion of new grammar, vocabulary, *Hiragana, Katakana, and Kanji*
- Facts ABOUT Japan and Japanese language and how it is used in interaction
- Video and Power Point presentations are used throughout
- Review through doing exercises in the textbook and from the lecture notes

Tutorial and seminar mode

- Using Japanese in context, task-based learning
- Class work, group work, pair work, and individual work

Self study

- Listen to CDs or using Moodle
- Weekly homework plus review and preparation for classes

Note: It is impossible to present and practice everything in the allocated classroom time, thus students must make time outside of class to learn vocabulary, Japanese writing system, and listening skills.

Moodle

As an extra resource, this course will use Moodle which acts to supplement lectures and tutorials by giving you the chance to interact with other students and staff on-line. Moodle is an integral part of this course and will be used through Semester 1 on a regular basis, thus you need to check it regularly. One feature of Moodle is the Discussion page. This is a bulletin board that allows you to post questions or comments about what you're studying, self-introductions, resources which you find useful in your studies and the like. *This bulletin board replaces personal e-mails to the course coordinator that ask any questions about course structure or language learning.* Any questions related to these topics should be posted for everyone to read. The course convener will constantly monitor the Discussion page. Another feature is the Links page. You can find URLs which will help your Japanese learning.

This course is a beginners-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

In this course, you will be introduced many different ways of learning Japanese by your teachers as well as your classmates. You need to try different ways to find the one that you find the most effective for your language development.

Interrelating with other course members in tutorials and seminars is also essential. You will be expected to participate in pair or group tasks and discussion in your lecture, tutorial and seminar. Any form of discrimination based on an individual's age, ethnicity, sexual orientation and the like cannot be tolerated.

5. Course Assessment

Assessment Task	Length	Weight	Learning Outcomes Assessed	Graduate Attributes Assessed	Due Date
Dictation Quiz	2	15%	3	1,2,3,4	Week 5 & 13
Mid-term test	1	20%	1,2,3	1,2,3,4,5	Week 7
Interaction Test	1	25%	1,2,4	1,2,3,5,6,7	Week 9
Final Exam	1	40%	2,3,4	1,2,3,4,5	Exam Period

Submission of Assessment Tasks and Late Assignments

In this course, all the assessment will be **handed into your teachers directly**, and the School Assignment box will not be used under any circumstances.

- **Dictation Quiz:** Two dictation tests will be held in your tutorial. Refer to the course schedule. The contents of quiz will be informed at our lecture. Quiz 1 is 5% and Quiz 2 is 10%. Your teacher will give you back the quiz results with his/her comments in the following class. Quiz 2 will be held during the last tutorial, and once it is marked you will be able to pick it up from the course coordinator's office (MB206). The date and time that you can collect your results will be posted on Moodle.
- **Mid-term Exam:** Mid-term exam will be held during your tutorials in week 7. The contents of this test will be informed at our lecture. This assessment is 20%.
- **Interaction Test:** Interaction test will be held during your seminar time in week 9. More details will be announced in the lecture and your seminar class.
- **Final Exam:** Final Exam will be held during the university exam period. All students enrolled in the course should be available on the day of the Test. The timetable of the Exam is disclosed in May. **No student** should organise any travel (domestic/overseas) before disclosure of the timetable. **Neither early exam nor late exam will be available. You need to achieve 80% attendance of the lecture, tutorial and seminar (all of them!) to gain any marks of the Final Exam.**

Note: while 'raw' scores are typically used, grades may be scaled for standardization purposes.

Please Note: In addition to fulfilling the above assessment requirements, students are expected to attend at least 80% of their lectures and tutorials in order to pass the course.

Formal Examination

This course has a formal examination which will be scheduled in the formal examination period from 13 – 30 June 2014. Students are expected to give their studies priority and this includes making themselves available for the entire examination period. Travel commitments made prior to the publication of the final examination timetable are not a valid reason for alternate assessment.

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 which are submitted to the School Assignment Box must have a properly completed School Assessment Coversheet, with the declaration signed and dated by hand. The Coversheet can be downloaded from <https://hal.arts.unsw.edu.au/students/courses/course-outlines/>. It is your responsibility to make a backup copy of the assignment prior to submission and retain it.

Assignments must be submitted before 4:00pm on the due date. Assignments received after this time will be marked as having been received late.

Late Submission of Assignments

Late assignments will attract a penalty. Of the total mark, 3% will be deducted each day for the first week, with Saturday and Sunday counting as two days, and 10% each week thereafter.

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.

6. Attendance/Class Clash

Attendance

Students are expected to be regular and punctual in attendance at all classes in the courses in which they are enrolled. Explanations of absences from classes or requests for permission to be absent from classes should be discussed with the teacher and where applicable accompanied by a medical certificate. If students attend less than 80% of their possible classes they may be refused final assessment.

Students who falsify their attendance or falsify attendance on behalf of another student will be dealt with under the student misconduct policy.

Class Clash

A student who is approved a permissible clash must fulfil the following requirements:

- a. The student must provide the Course Convenor with copies of lecture notes from those lectures missed on a regular basis as agreed by the Course Convenor and the student.
- b. If a student does attend a lecture for which they had secured a permitted clash they will still submit lecture notes as evidence of attendance.
- c. **Failure to meet these requirements is regarded as unsatisfactory performance in the course and a failure to meet the Faculty's course attendance requirement. Accordingly, Course Convenors will fail students who do not meet this performance/attendance requirement.**
- d. Students must attend the clashed lecture on a specific date if that lecture contains an assessment task for the course such as a quiz or test. Inability to meet this requirement would be grounds for a Course Convenor refusing the application. If the student misses the said lecture there is no obligation on the Course Convenor to schedule a make-up quiz or test and the student can receive zero for the assessment task. It should be noted that in many courses a failure to complete an assessment task can be grounds for course failure.

7. 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:

<http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf>

8. Course Schedule

To view course timetable, please visit: http://www.timetable.unsw.edu.au/				
Week Commencing:	Topic	Lecture Content	Tutorial/Semi Content	Assessments and notes
Week 1 March 3 th ~ 7 th	Greetings and Introductions (Textbook Chapter 1 & 2)	<i>Orientation Grammar and expressions Drill exercise</i>	No Tutorial and Seminar	Lecture starts
Week 2 March 10 th ~14 th	Greetings and Introductions (Textbook Chapter 1 & 2)	<i>Grammar and expressions Drill exercise</i>	<i>Practicing Hiragana Greetings and the sound system of Japanese</i>	Tutorial and seminar start
Week 3 March 17 th ~21 st	Greetings and Introductions (Textbook Chapter 1 & 2)	<i>Grammar and expressions Drill exercise</i>	<i>Practicing Hiragana Greetings Role play</i>	
Week 4 March 24 th ~28 th	Greetings and Introductions (Textbook Chapter 1 & 2)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	
Week 5 March 31 st ~ April 4 th	Daily Routine (Textbook Chapter 3)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Role play</i>	Dictation Quiz=5% During Tutorial
Week 6 April 7 ^h ~ 11 th	Daily Routine (Textbook Chapter 3)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	
Week 7 April 14 th ~ 18 th	Japanese Neighbourhoods (Textbook Chapter 4)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation</i>	Mid-term test = 20% During Tutorial 18 th Good Friday No Seminars
Mid-term break				
Week 8 April 28 th ~ May 2 nd	Japanese Neighbourhoods (Textbook Chapter 4)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	
Week 9 May 5 th ~ 9 th	Japanese Homes (Textbook Chapter 5)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	Interaction Test=25% During Seminar
Week 10 May 12 th ~ 16 th	Japanese Homes (Textbook Chapter 5)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	
Week 11 May 19 th ~ 23 rd	Leisure Time (Textbook Chapter 6)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	
Week 12 May 26 st ~30 st	Leisure Time (Textbook Chapter 6)	<i>Grammar and expressions Cultural notes Drill exercise</i>	<i>Reading and speaking practice Dictation Role play</i>	Lecture concludes Seminar: Senpai session
Week 13 June 2 nd ~ 6 th	Review and Reflection	<i>No lecture</i>	<i>Review and reflection Action in Japanese</i>	Dictation Quiz = 10% During your Tutorial

9. Course Resources

Textbook Details

1. Nakama 1a, Introductory Japanese: <i>Communication, culture, context</i> Second Edition ,Hatasa. Y, Hatasa. K, and Makino. S, Houghton Mifflin Company Boston NY. (2009)
2. Nakama 1a, Introductory Japanese: <i>Communication, culture, context Student Activities Manual</i> Second Edition ,Hatasa. Y, Hatasa. K, and Makino. S, Houghton Mifflin Company Boston NY. (2009)
3. Nakama 1a, Introductory Japanese: <i>Communication, culture, context</i> Student Audio CD.
4. Nakama 1a, Introductory Japanese: <i>Communication, culture, context Student Activities Manual Audio CD</i> .
5. <i>ARTS1630 Introductory Japanese A Course Notes</i>
Additional Readings
See the course module on Moodle
Websites
See the course module on Moodle

10. 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.

11. 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>

12. 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>

13. 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.